

## **Public Notice to Bidders**

The St. Charles Public Library District (Library) is currently soliciting sealed bids for the supply and installation of Open Line Furniture - 03.

Bid documents can be obtained by contacting Magdalena Hebal of Sheehan Nagle Hartray Architects at [magda@snh-a.com](mailto:magda@snh-a.com). All inquiries shall be electronically submitted to Magdalena Hebal. Each bidder, by making a bid to furnish the aforementioned, signifies their intention and good faith to enter into a contract with the St. Charles Public Library District should they be awarded the bid.

Consideration of Bids: Bids may not be withdrawn within 60 days after the date of the bid opening. The Library reserves the right to increase or decrease the quantity of any item or portion of the work, or to omit portions of the work, as may be deemed necessary by the Library, and the same shall in no way affect or make void the contract, except that additions to, or deductions from, the contract price will be appropriately made. The Library reserves the right to waive any informalities, or to reject any or all bids, or any part of a bid, and to award the Contract to the Bidder, who in the judgment of the Library, will best serve the interest of the Library.

Furniture has been selected from a combination of the Purchasing Cooperatives listed below:

- a. OMNIA Partners (US Communities + National IPA)
- b. Tips for Taps
- c. E&I Cooperative Services
- d. Sourcewell
- e. National Cooperative Purchasing Alliance (NCPA)

Sealed bids will be accepted at the St. Charles Public Library, 305 S. Ninth Street, St. Charles, IL 60174, Attention: Edith G. Craig, Library Director, until October 14, 2020 at 11:00 am, CST. Due to COVID-19 quarantine requirements, bids will be opened at 10:00 am CST on October 16, 2020 via online public meeting. The sealed bids will be publicly opened and read aloud at that time. Bids shall be submitted prior to the deadline in an opaque, sealed envelope marked "St. Charles Public Library – Open Line Furniture - 03" on the outside. No bids will be accepted after the deadline. After submitting your bid you may contact [ecraig@scpld.org](mailto:ecraig@scpld.org) for online meeting instructions to attend the opening of the bids meeting.

This process will conform to the Library's "Public Bidding Policy" found on the website, [www.scpld.org](http://www.scpld.org). Published by the authority of the St. Charles Public Library District.