

# CITY OF FULTON, MISSOURI

## INVITATION FOR BID

**MAIL BIDS TO:**

CITY OF FULTON  
C/O Kathie Ratliff, City Clerk  
P.O. BOX 130

FULTON, MO 65251-0130

**HAND DELIVER TO City Clerks Office: 18 EAST 4<sup>TH</sup>. STREET  
EXPRESS LETTER DELIVERIES ADDRESS TO  
18 EAST 4<sup>TH</sup> STREET FULTON MO 65251 C/O Kathie Ratliff**

IFB NO. B 240618

DATE 7 / 01 /2024 PAGE 1 OF 6

REQ. NO.

SEALED BIDS MUST BE RECEIVED IN THE  
OFFICE OF THE CITY CLERK NO LATER THAN  
3 P.M. TUESDAY 07 /16 / 2024

Purchasing Agent: Jason A. Harris

Telephone: (573) 592-3141 Email: fpagent@fultonmo.org

**RECEIVED FROM:**

**Please provide email contact address & Phone #**

Email \_\_\_\_\_

Contact Phone # \_\_\_\_\_

	QUANTITY	UNIT	TERMS	%	DAYS
<p>The City of Fulton is accepting bids for the purchase of property owned by the City, located at <b>405 East First Street Fulton MO. 65251 – The property is 0.2 acres and Zoned C-1</b>                      Please submit your bid as instructed on page 2                      Please see Bid specifications on page 4                      Please submit bid for property using page 5                      The property will be awarded / sold to the individual that submits the bid for the <b>HIGHEST dollar amount.</b></p> <p>All questions concerning this bid should be directed to <b>Kathie Ratliff</b> City Clerk for the City of Fulton MO.  <b>573-592-3111 Ext. 3114</b>                      Email <a href="mailto:cityclerk@fultonmo.org">cityclerk@fultonmo.org</a></p>	1.	One LOT			

Requested delivery is \_\_\_\_\_ days ARO, Bidders State Best Delivery Date: \_\_\_\_\_

**BID MUST BE SIGNED TO BE VALID**

The bidder hereby agrees to furnish and/or service, at the price quoted pursuant to all requirements and specifications contained in this document, upon either the receipt of an authorized purchase order from the purchaser, or when this document is countersigned by the Purchasing Department as a binding contract. The bidder further agrees that the language of this document shall govern in the event of a conflict with his or her bid.

COMPANY NAME \_\_\_\_\_ TITLE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ Print: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTICE OF AWARD : (City use only)

CONTRACT NO. C - \_\_\_\_\_

ACCEPTED AS TO ITEMS:

Purchasing Agent \_\_\_\_\_

Director of Administration \_\_\_\_\_

Date \_\_\_\_\_

**SALE OF PROPERTY  
405 EAST FIRST STREET FULTON MO.**

**BID 240618**

**SPECIAL INSTRUCTIONS TO BIDDERS**

**1 Bidder's Contract:**

All questions regarding specifications, bid process, etc., must be directed to the contact indicated on the first page of this IFB.

**2 Clarification of Requirements:**

It is the intent and purpose of the City of Fulton that this request permits competitive bidding. It shall be the bidder's responsibility to advise the Purchasing Department, at the address noted on page one of this IFB, if any language, requirements, etc., or any combinations thereof, inadvertently restricts or limits the requirements stated in this IFB to a single source. Such notification must be submitted in writing and must be received by the Purchasing Department not later than five (5) days prior to bid closing date. A review of such notifications will be made.

**3 Submission of Bids:**

**3.1** Bids must be priced, signed and returned (with all necessary information) to the office of the City Clerk by the closing date and time specified.

**All bid envelopes must be marked in the lower left hand corner with the bid number, sale 405 East First street and the due date and time.**

**Mail to: City of Fulton**

**Attn. Kathie Ratliff, City Clerk  
P.O. Box 130  
Fulton, Missouri 65251**

**Hand Deliver to: City Clerks office 18 E. 4<sup>th</sup>. Street, Fulton, Missouri 65251  
Express Mail and Overnight Envelopes address to City of Fulton 18 E. 4th. Street, Fulton, Missouri 65251  
Attn. Kathie Ratliff, City Clerk**

**3.2** The bidder must respond to this Bid by submitting all data required on Page 5 herein in order for this bid to be evaluated and considered for award.

**3.3**

To facilitate evaluation of the bids, it is highly desirable that the bid information must be filled out complete.

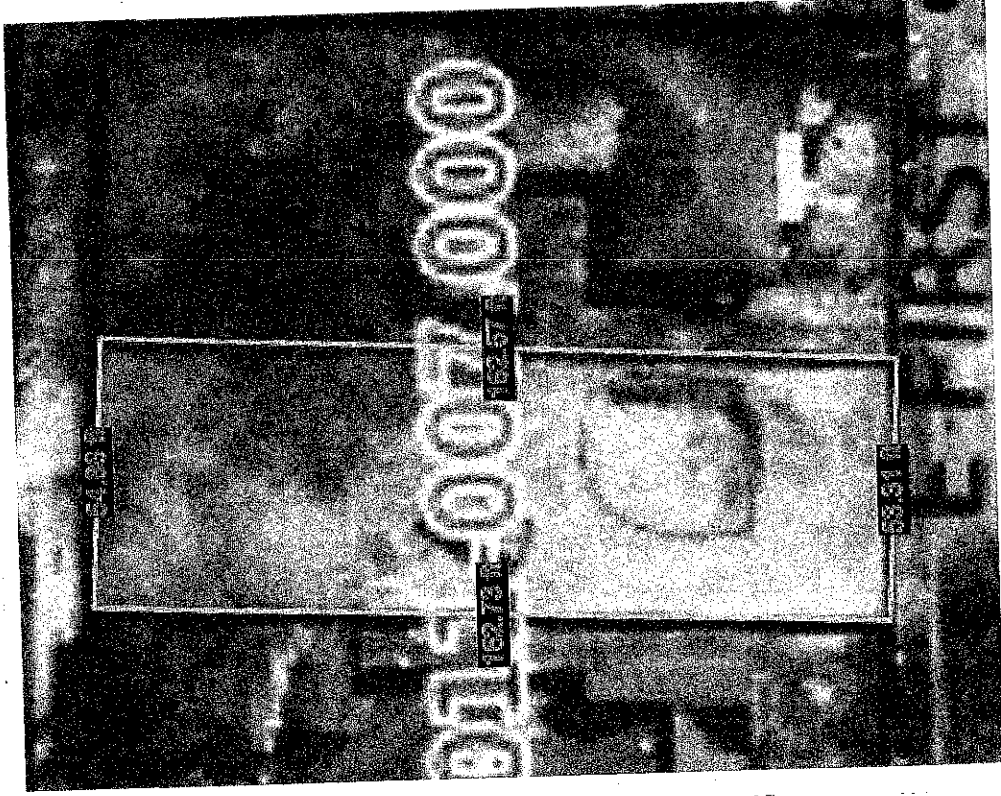
SALE OF PROPERTY  
405 EAST FIRST STREET FULTON MO.

BID 240618

4 Bid Evaluation/Contract Award:

- 4.1 Any sale resulting from this request shall be awarded in response to a bid providing the **highest and best bid** to the City of Fulton.
- 4.2 Any award of a sale resulting from this invitation will be made by notification from the Purchasing Department in the form of a phone call and follow up Email

THE PROPERTY IS 0.2 ACRES AND IS IN A FLOOD ZONE PROPERTY IS ZONED C-1



SALE OF PROPERTY  
405 EAST FIRST STREET FULTON MO.

B240618

Bid Specifications and Conditions

Bid for the Purchase of property located at 405 East First Street, Fulton Missouri. There will be a minimum starting bid for the property	
C 1	Minimum bid starts at \$1,200.00 - Bid received must be higher than the minimum.
C 2	A security deposit of 10% of the submitted bid will be required to be paid to the city of Fulton within three days of winning bid notification. The balance of the bid amount to be paid at the time of property closing.
C 3	Security deposit will not be refunded if the winning bidder does not complete the property purchase.
C 4	City of Fulton will cover all closing costs for the property
C 5	Proposals must be received in a sealed envelope plainly marked as instructed on page 2 of this Bid, and by the closing date stated on the cover page.

SALE OF PROPERTY  
405 EAST FIRST STREET FULTON MO.

BID 240618	SUBMISSION OF BID FORM
SB 1	NAME OF BIDDER
SB 2	BUSINESS NAME
SB 3	ADDRESS
SB3 A	CITY
SB 3 B	STATE
SB 3 C	ZIP CODE
SB 4	CONTACT PHONE NUMBER
SB 5	EMAIL ADDRESS
SB 6	Please describe the Future plans for the property at 405 East First Street?
SB 7	BID AMOUNT FOR PROPERTY LOCATED 405 EAST FIRST STREET, FULTON MO. OFFER \$
SB 8	I have read, understand and accept all of the conditions stated in this Bid
SB 9	SIGNATURE

SALE OF PROPERTY  
405 EAST FIRST STREET FULTON MO.

**NOTICE**

The City of Fulton is soliciting bids as follows:

Copies may be obtained from City Hall the office of the City Clerk and the office of the Purchasing Agent at the City Complex 1303 Westminster Futon Mo.  
1303 Westminster, Fulton, Mo 65251,  
(573) 592-3141

BID # 240618

CLOSING DATE TUESDAY 07 / 16 / 2024

CLOSING TIME 3 PM

**DESCRIPTION**

BID FOR PURCHASE OF PROPERTY OWNED BY THE CITY, LOCATED AT 405 EAST FIRST STREET, FULTON MO 65251

COPIES OF THE BID CAN BE PICKED UP AT THE CITY CLERKS OFFICE AT FULTON CITY HALL LOCATED AT 18 EAST 4TH STREET OR AT THE CITY OF FULTON PURCHASING OFFICE LOCATED AT 1303 WESTMINSTER.

A COPY OF THE BID CAN BE EMAILED BY CONTACTING THE CITY OF FULTON PURCHASING AGENT OR A CAN BE FOUND ON THE CITY OF FULTON MO. WEB SITE

Please run the above ad printed SATURDAY 06/29/ 2024  
AND SATURDAY 07/13/2024

Bill to: City of Fulton  
P.O. Box 130  
Fulton, Missouri 65251

Please send affidavit of publication and verification copy with invoice.

Sent by: Jason A. Harris Purchasing Agent 573-592-3141  
[fpagent@fultonmo.org](mailto:fpagent@fultonmo.org)