

**INSTRUCTIONS TO BIDDERS
FURNISHING AND DELIVERY OF ASPHALT EMULSION
TO MUSKINGUM COUNTY, OHIO**

1. The county commissioners will accept sealed bids prior to the bid opening with the time and date set forth within the official bid advertisement. All bidders shall submit a sealed envelope containing the asphalt emulsion proposal and marked "Sealed bid for Asphalt Emulsion 2024" as well as labeled with the date and time of bid opening. Sealed bids should be mailed or hand delivered to the Muskingum County Commissioners, Courthouse, 401 Main St., Zanesville, OH 43701.
2. It is understood and agreed that the unit prices bid are for the period extending through **December 31, 2024**.
3. In order to ensure product control, all bidders shall have and provide documentation of Ohio Department of Transportation certification as a bituminous producer of the specified materials for 2024. This evidences that the bidder has complied with the latest ODOT Supplemental Specification 1032. To be considered a complete bid package, a copy of this certification shall be included with the sealed bid.
4. Bidders shall understand that no guarantee is given as to the actual quantities of emulsion, which will be provided by the successful bidder.
5. The county shall have the right to refuse acceptance of any unsatisfactory materials or supplies and to refuse payment therefore. Should the successful bidder fail or refuse to ship promptly materials or supplies as ordered and of the quality specified herein the County shall have the right to cancel this contract.
6. Each proposal must contain the full name of the party making the bid and all persons interested therein.
7. The award will be made to the lowest and best bidder. Awards will be made on the basis of unit prices bid.
8. The Muskingum County Commissioners reserve the right to reject any and all bids and waive any irregularities.
9. All proposal blanks shall be filled in completely. Failure to do so could result in the rejection of bid.
10. The bidder shall extend the unit prices bid to all townships within Muskingum County.
11. The SELLER will be required to furnish a portable storage tank with a 12,000 gallon minimum storage capacity on a no charge basis. The SELLER will assist the County in pug mill calibration and to provide bituminous extractions, both field and laboratory.