

## NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received by email address to [rfp@stpl.us](mailto:rfp@stpl.us) or in the Administrative Office of the St. Tammany Parish Library, located at 1112 W. 21st Ave. Covington, LA 70433, until two o'clock p.m. (2:00) on May 29, 2024, for the following:

Bid # 24-01 - Mobile "Cart Hauler" Outreach Vehicle for St. Tammany Parish Library.

And will, shortly thereafter, be opened and read aloud in the meeting space in the Administrative Office, 1112 W. 21st Ave. Covington, Louisiana 70433. Bids received after the above specified time for opening shall not be considered and shall be returned unopened to the sender.

The work shall consist of:

The construction of one (1) 22-foot (approximate) long Ford Transit van into a "cart hauler" type outreach vehicle for use by the St. Tammany Parish Library.

Specifications may be obtained from the St. Tammany Parish Library Administrative Office, 1112 W. 21st Ave., Covington, LA or on the library's website, <https://www.sttammanylibrary.org/projects/>

Questions concerning the bidding and specification documents shall be addressed in writing to the attention of Tanya DiMaggio at the address of 1112 W. 21st Ave. Covington, LA 70433 or by email at [rfp@stpl.us](mailto:rfp@stpl.us).

No bidder may withdraw their bid for at least forty-five (45) days after the time scheduled for the opening of bids. The Library will evaluate bids based on the lowest responsible bid submitted which is also in compliance with the specifications. The St. Tammany Parish Library reserves the right to reject any or all proposals, and all proposals submitted are subject to this reservation.

St. Tammany Parish Library strongly encourages the participation of DBEs (Disadvantaged Business Enterprise) in all contracts or procurements let by the St. Tammany Parish Library for goods and services and labor and materials. To that end, all contractors and suppliers are encouraged to utilize DBEs in the purchase or sub-contracting of materials, supplies, services, and labor and material in which disadvantaged businesses are available.

St. Tammany Parish Library

PUBLISH DATES:

**1. May 1, 2024**

**2. May 8, 2024**