

BID SUMMARY & CERTIFICATIONS

Project Name _____

Project Location _____

Petroleum Fund Case # _____ Facility ID # _____

			BIDS		
DESCRIPTION OF TASK / WORK ACTIVITY	QUANTITY	UNIT	Company Name #1	Company Name #2	Company Name #3
			\$	\$	\$
			\$	\$	\$
			\$	\$	\$
TOTAL			\$	\$	\$

NOTE: Bids must be reported in like units

Selected Bidder _____

Bid Packet Requirements:

1. Ensure the Request for Bid Table provided to the Contractors/Vendors has tasks in identical order as the Bid Summary Table provided to NDEP. If the Quantity is not uniform for all bids, please indicate N/A for "not applicable." The unit should be uniform for all bids.
2. Provide justification along with a regulatory case officer waiver if less than three bids were obtained or lowest bid was not selected.
3. Ensure all contractor/vendor bids are complete, including a signature following the certification statements.
4. Ensure both the CEM and Owner have signed the same *Certification Statement* form, depending upon whether the CEM or owner will be contracting with the contractor/vendor.
5. If the selected bid is \$25,000.00 or greater, the bid packet must be submitted to the NDEP case officer and the NDEP LUST Supervisor prior to conducting work or purchasing item.
6. If NDEP does not object to the submitted bid packet after 10 business days of receipt, the contracted work may begin or the item may be purchased.