
Inspection Date

Inspection of the sale area will take place on Tuesday, July 11th, 2017 between 9:00 am - 12:00 pm EDT. Those interested should meet at the University of Tennessee East Tennessee AgResearch & Education (ETREC)-Cherokee Woodlot which is located at 1501 Cherokee Trail. For additional information contact **Dr. Bobby Simpson** at the UT-ETREC (office) 865-974-7201 or 865-603-1530 (cell). You may also contact **Dr. Mark Campbell**, at the UT-ETREC office, 865-974-8692 or 865-806-5943 (cell).

PLEASE NOTE: The successful bidder will be required to remove all designated timber included in the sale area by **January 25, 2019**.

GENERAL PROVISIONS

Timber sales shall comply with the procedures outlined in General Services Rule 0690-2-1-.18 (a), Disposal of Forestry Products. The pro forma contract contains the essential terms and conditions of the timber sale contract that is signed by both parties.

The timber sale contract will not be assignable by the purchaser in whole or in part without the written consent of the University of Tennessee ETREC.

The departure from the procedures, stipulations or requirements outlined in the Invitation to Bid and General Provisions may be granted only with approval from the Dean of the University of Tennessee Agricultural Experiment Station.

1. **PREPARATION OF BIDS:**

- (A) Failure to examine any maps and/or instructions will be at bidder's risk.
- (B) Bids must be filled out in **ink or typewritten**. No erasures permitted. Errors may be crossed out and corrections printed in ink or typewritten adjacent to the error, and must be initialed in ink by person signing bid.

2. **SUBMISSION OF BIDS:**

- (A) **Bid Envelope - The appropriate bid number (ETREC-CW-TS-17-01) must be on the outside of the envelope and envelope sealed.** Only one bid per envelope. Please print the name of the bidder, organization and telephone number on the outside of the envelope. The University assumes no responsibility for lost or misdirected bids.
- (B) **Signature - Bids must be signed and envelope sealed. The person signing the Invitation to Bid must be a person authorized to bind the bidder contractually. Unsigned bids will be rejected. Unsigned bids cannot be signed after the bid has been opened, even if the bidder or the bidder's representative is present at bid opening. No signatures shall be in pencil.** Name of person executing bid and the organization he/she represents should be typewritten or be legibly printed in longhand.
- (C) **Bid Form - Only bids submitted on bid form (ETREC-CW-TS-17-01 Page 1 of 3) furnished by the University of Tennessee ETREC will be considered.**

3. **ACCEPTANCE OF BIDS:** The University of Tennessee Agricultural Experiment Station reserves the right to reject any or all bids. Only bids in sealed envelopes delivered or mailed to the designated location prior to the bid opening time will be considered.

4. **ERROR IN BID:** No bid shall be altered, amended, or withdrawn after the specified time for opening bids. Negligence on the part of the bidder in preparing the bid confers no right for withdrawal of the bid after it has been opened.
5. **AWARD:**
 - (A) The **highest responsible bidder** who accepts the stipulations specified in the Invitation for Bids will be declared the purchaser. The purchaser will be required to sign a timber sale contract at which time he/she will pay the first installment of the full purchase price **and post a performance bond equaling seven (7) percent of the total sale price**. Both of these amounts shall be in the form of certified or cashier's check, payable to the University of Tennessee.
 - (B) Should the highest bidder not accept or meet the requirements or stipulations in the Invitation for Bids or General Provisions, then the next highest responsible bidder will be declared the purchaser.
 - (C) Should two bids be identical in amount, the winner of a coin toss will determine the purchaser.
6. **Required Documents:** Copies of the following documents are required to be provided to the State by the PURCHASER. Copies can be attached to the signed contract, sent to the State's contact person by mail, or provided to the State's contact person no later than the pre-operation meeting. All insurances shall be in good standing and maintained for the term of the contract. Should the status of any of these insurances or documents change, copies should be forwarded to the University's contact person as soon as possible.
 - (A) Proof of Worker's Compensation Insurance applicable to Tennessee, if PURCHASER and/or logging contractor have employees
 - (B) Proof of General Liability Insurance applicable to Tennessee
 - (C) Proof of Vehicle Insurance for those vehicles utilized under the terms and conditions of the contract applicable to Tennessee
 - (D) Proof of legal alien work status, if applicable
 - United States Passport
 - Unexpired Foreign Passport with I-551 Stamp
 - I-94 Arrival/Departure Record
 - Alien Registration Receipt Card (Resident Alien Card) I-551 (Issued after March 1977)
 - Alien Registration Receipt Card (Resident Alien Card) I-551 (Issued since 1989)
 - Alien Registration Receipt Card (Conditional Resident Alien Card) I 551
 - Temporary Resident Card I-688
 - Employment Authorization Card I-688A
 - Employment Authorization Card I-688BThis information is used to verify that the terms of the contract are met.
7. **Harvest Oversight:** American Forest Management, Inc. (AFM) will serve as the Forest/Technical Service provider and will conduct inspection and oversight of harvesting, monitoring for Best Management Practices and overall sale/harvest management.
8. **Master Logger Requirement:** PURCHASER's on-site supervisor must have successfully completed Tennessee's Master Logger Program, or an equivalent program in another state. Documentation up-to-date of successful completion of the Master Logger Program must be provided to the ETREC's forester before any timber is cut and/or removed from the sale area(s).