

NOTICE TO BIDDERS

Sealed proposals will be received until 2:00 P.M. on February 26, 2016 in the Lorain County Board of Commissioners, 4th floor, Purchasing Department, 226 Middle Avenue, Elyria, Ohio for the purchasing of a **Mobile Truck-Mounted Paper Shredding system**. All interested parties are welcome to attend the bid opening to be held immediately following the deadline, in the Lorain County Commissioners Public Hearing Room-D.

Official bid documents and specifications can be obtained at the office of the Lorain County Commissioners Purchasing Department, 226 Middle Avenue, Elyria, Ohio between the hours of 8:00 A.M. and 4:00 P.M., Monday through Friday. Only bids prepared on the official documents obtained by the Lorain County Commissioner's Purchasing Department will be accepted.

Each proposal shall contain the full name or names of persons and company submitting the proposal and shall be enclosed in a sealed envelope marked **"Paper Shredding Truck"**.

The Board of County Commissioners reserves the right to reject any and all bids and to waive any informalities or irregularities if it is deemed in the best interest of Lorain County to do so. Any interpretation, correction or modification to the specifications desired shall be in writing to KC Saunders, Lorain County Purchasing, 226 Middle Avenue, Elyria, Ohio 44035, and must be received at least four (4) working days prior to the date of bid opening.

BY ORDER OF:

LORAIN COUNTY COMMISSIONERS

Theresa Upton, Clerk

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