

**CITY OF LYNCHBURG, VA - FLEET SERVICES DEPARTMENT**  
**SPRING 2014 SEALED BID ON SURPLUS CITY VEHICLES AND EQUIPMENT**  
1650 MEMORIAL AVENUE, LYNCHBURG, VA 24501-1704

\_\_\_\_\_  
(Authorized Bidder's Signature)

\_\_\_\_\_  
(Bidder's Printed Name)

\$ \_\_\_\_\_  
(Total Bid Amount)

**(Bidders must be 18 years of age or older)**

**Deadlines (All times EST):**

Vehicle inspection: 8am-3pm Monday, April 21 and Tuesday, April 22; and 8am-noon Wednesday, April 23, 2014

**Sealed bids due: By Noon on Wednesday, April 23, 2014**

Payment due: By 3pm on Wednesday, April 30, 2014

Vehicle removal: By noon on Wednesday May 7, 2014

1. Sealed bids will be received in this office until **but NO LATER than** noon on Wednesday, April 23, 2014. Read terms and conditions below and sign this document to submit a bid. A bid by fax is not acceptable.
2. Equipment is being sold as surplus equipment in its present, as-is condition. The City of Lynchburg makes no warranties whatsoever, either express or implied, concerning the condition of the equipment, its fitness for buyer's intended use, nor does the City of Lynchburg warrant that any item sold will pass a City, State, or Federal inspection. Equipment may have unknown mechanical defects that are subject to prospective bidder's review during a physical inspection and defects shown on the reverse side are known defects at time of auction only.
3. Prospective bidders are responsible for ascertaining the value of equipment prior to offering a bid. Equipment can be inspected from 8:00am until 3:00pm each business day and until noon on bid closing date, as stated above. Equipment is located on the lot of Fleet Services at 1650 Memorial Avenue. QUESTIONS: Contact Greg Waddell, Shop Supervisor at (434) 455-4425.
4. The successful bidder will be responsible for removing all equipment from the site and for all moving arrangements. Equipment must be removed by noon on Wednesday May 7, 2014, or otherwise storage charges will be assessed at the rate of \$15 for each day the equipment remains on the lot.
5. Equipment may not be returned nor will the buyer be reimbursed any funds for any reason subsequent to the sale.
6. Equipment sold must be paid by certified check, cashiers check, money order, dealer's check (made payable to City of Lynchburg), or cash. **No personal checks will be accepted.** Payment shall be submitted to Fleet Services, 1650 Memorial Avenue, Lynchburg, VA 24501, Attn: Robin Meritt - **No Later Than 3pm Wednesday April 30, 2014.** Payments in person may be submitted between the hours of 8am to noon & 1:30pm to 3pm - Phone (434) 455-4426.
7. Bidders who bid on multiple vehicles shall be declared the successful bidder for each vehicle in which they are the high bidder and will be expected to complete the sale accordingly.
8. The City reserves the right to sell equipment to the highest overall bidder and to accept or reject all bids received; some or all equipment is subject to a reserve (minimum) bid price.

Bidder address: \_\_\_\_\_

Email: \_\_\_\_\_

Primary phone number: \_\_\_\_\_ Secondary phone number: \_\_\_\_\_

OFFICE USE ONLY

Purchasing Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_