



City of Antioch
P.O. Box 5007
Antioch, CA 94531-5007

from the desk of Debra Joseph
925-779-6994
(FAX) 925-779-6817

CITY OF ANTIOCH

NOTICE OF PUBLIC SALE

SURPLUS OFFICE FURNITURE AND EQUIPMENT

September 25, 2008

Public Sale No. S-0925-09

Close: October 15, 2008, 2:00 p.m.

NOTICE IS HEREBY GIVEN that the City of Antioch is offering for public sale to the highest bidder(s) via sealed bid, office furniture and equipment as described on the attached Bid Sheet.

GENERAL INFORMATION

1. The described property will be sold by the Purchasing Division by sealed bid. All bids will be publicly opened on Wednesday, October 15, 2008, at 2:00 p.m. in the Purchasing Office, 1307 West Fourth Street, Antioch, CA, 94509.
2. Complete the attached Bid sheet, and write on envelope "Sale No. S-0925-09". Bids received after due date and time specified will not be accepted. Send to City of Antioch, Purchasing Division, P.O. Box 5007, Antioch, CA, 94531-5007, or 1307 West Fourth Street, Antioch, CA 94509.
3. **Inspection:** All items may be inspected weekdays between 9:00 am and 3:00 pm. The surplus equipment is located at the Maintenance Center, Stores Warehouse and Purchasing, 1307 West Fourth Street, Antioch. Prospective bidders may contact Debra Joseph, Buyer II, at 925-779-6995 for an appointment to view the equipment.
4. **Deposit:** Bids must be accompanied by a check (cashier's or certified only) for ten percent (10%) of the amount of bid. Checks of unsuccessful bidders will be returned promptly upon ratification of sale by the City of Antioch's Purchasing Division.
5. **Award:** Award will be made to the highest bidders and to the best advantage of the City of Antioch. Successful bidders will be notified by phone and mail and their deposit retained as part payment.

6. **Tie Bids:** Breaking of tie bids will be accomplished by oral bids between the two or more affected bidders.
7. **Payment/Release:** Payment in full is required before release of equipment is authorized. Payment must be made in the form of cash, certified check, or cashier's check only.
8. **Removal:** Property must be removed by successful bidder(s) within seven (7) days after completion of sale. The City of Antioch will not be responsible for loading or removing any equipment or supplies. The successful bidder(s) must provide adequate/safe equipment and personnel to remove surplus furniture and equipment.
9. **Bid Condition:** Equipment is being sold as is, where is. No guarantee or warranty, verbal or written, is made or implied. All sales are final; refunds or adjustments will not be made.
10. **Default:** Failure of successful bidder to comply with payment and removal schedule, without due cause, may result in forfeiture of deposit and claims on equipment as liquidated damages. Award will then be offered to the second highest bidder or re-offered for sale.
11. The City of Antioch reserves the right to refuse or reject any or all bids.
12. Additional copies of bid information may be obtained by contacting the Purchasing Division at 925-779-6994.
13. Bids can be returned to:

Send via mail (sealed):
 City of Antioch/Purchasing
 Sale No. S-0925-09
 P.O. Box 5007
 Antioch, CA 94531-5007

OR

Deliver via courier (sealed):
 City of Antioch/Purchasing
 Sale No. S-0925-09
 1307 West Fourth Street
 Antioch, CA 94509

CITY OF ANTIOCH

Public Sale No. S-0925-09

Bid Sheet for Surplus Furniture and Equipment

Close: Wednesday, October 15, 2008, 2:00 p.m.

To the City of Antioch,

The undersigned offers to purchase from the City of Antioch, in accordance with terms and conditions of Sale No. S-0925-09, the following equipment:

<u>Lot #</u>	<u>Quantity</u>	<u>Description</u>	<u>Bid Amount</u>
1.	1 each	Credenza, oak, 72" long x 19" deep x 29" tall	\$_____
2.	1 each	Coffee Table, oak, 30"x30"x 15" tall	\$_____
3.	1 each	Chair, upholstered, w/wheels, highback, plum	\$_____
4.	1 each	Conference table, wood laminate, 8'x42"x30" tall	\$_____
5.	1 each	Coffee Table, oak, 30"x30" x 15" tall	\$_____
6.	1 each	Work Table, metal, w/drawer, 30" deep x 66" long x 30" tall	\$_____
7.	1 each	Work Table, metal, w/drawer, 30" deep x 66" long x 30" tall	\$_____
8.	1 each	Metal desk, w/drawers, 30" deep x 60" long x 26" tall	\$_____
9.	1 each	Metal desk, w/drawers, 30" deep x 72" long x 29" tall	\$_____
10.	1 each	Metal table/desk, sm. Drawer, 30" deep x 60" long x 30" tall	\$_____
11.	1 each	Metal table/desk, sm. Drawer, 30" deep x 66" long x 30" tall	\$_____
12.	1 each	Brown laminate metal desk, w/drawers, 36" deep x 60" long x 29" tall	\$_____

<u>Lot #</u>	<u>Quantity</u>	<u>Description</u>	<u>Bid Amount</u>
13.	1 each	Credenza, oak, 30" deep x 72" long x 29" tall	\$_____
14.	1 each	Metal desk, w/drawers, 30" deep x 66" wide, x 29" tall	\$_____
15.	1 each	Corner desk, w/drawers, 2-pc, 30" deep x 9' long x 27" tall, corner 48"x48"	\$_____
16.	1 each	File cabinet, metal, 2-drawer, letter size	\$_____
17.	1 each	Work table, laminate, 36" deep x 72" long x 26.5" tall	\$_____
18.	1 each	Desk organizer shelf, free-standing, 12.5" deep x 24.5" tall x 60" long	\$_____
19.	1 each	Corner desk, L shape, 30"w x 9' long each way	\$_____
20.	1 each	Secretarial chair, upholstered, brown	\$_____
21.	11 each	Side chairs, wood and upholstery, rust color Bid per chair and list quantity wanted _____	\$_____ <u>each</u>
22.	1 each	Desk organizer, metal, wall hung, w/light, 16" deep x 72" long, x 18" tall	\$_____
23.	1 Lot	Entertainment Center, includes cabinet, VCR, DVD player, receiver, speaker selector, Cabinet – 73" tall x 20" deep x 30" wide	\$_____
24.	1 Lot	Pictures, set of 3, ocean scene	\$_____
25.	1 each	Camera, 35mm, Minolta Silver Streak Zoom	\$_____
26.	1 each	Shelving unit, w/doors, 15" deep x 42" wide x 77" tall	\$_____

TOTAL ITEMS BID \$_____

Bidder Name _____

Signature _____

Address _____

City/State/Zip _____

Telephone: _____ Fax _____

Deposit Amount Enclosed: _____

Date: _____

E-Mail Address: _____

Check enclosed: \$ _____
(10% of bid price total)