

**GEORGIA DEPARTMENT OF TRANSPORTATION  
STATE OF GEORGIA**

**SPECIAL PROVISION**

**Section 102—Bidding Requirements and Conditions**

*Delete Subsection 102.06 and Substitute the following:*

**102.06 Preparation of Proposal**

The Bidder shall submit its Proposal on the form furnished by the Department (GADOT). The blank spaces on the Proposal shall be filled in correctly for each Pay Item (except alternate items) and the Unit Price or a Lump Sum Price as called for in the Proposal for each Pay Item listed therein. In addition, the Bidder shall also show the products of the respective Unit Prices and quantities and the total amount of the Bid by adding the amounts of all Bid Items. In the event of a discrepancy in any of the figures, the Unit Price will govern and the Bid will be recalculated.

In the case of Alternate items, Unit Prices shall be entered for only one alternate.

The Non-Collusion Certificate on the Department's standard form included in the Proposal shall be executed.

The Certificate of Current Capacity shall be executed under oath and substantiated by the report of Status of Contracts on Hand.

The Construction Contractors Bid Opportunity List standard form shall be completed with the required information.

The Georgia Security and Immigration Compliance Act Affidavit shall be completed with the required information.

The Bidder shall notify the GADOT Office of Construction Bidding Administration by transmitting the completed Request For Eligibility To Bid Form D. O. T. RFETB for each Letting Call Order Number in which the Bidder intends to submit a bid by no later than 12:00 p.m. the day preceding the letting.

The Bidder's Proposal shall be signed by Digital Signature by the individual, by one or more members of a partnership, or by one or more of the officers of a corporation, whichever is applicable. In the event of a joint venture, the Proposal shall be signed by Digital Signature by each individual involved, by each partnership through one or more of its members, or by each corporation through one or more officers of the corporation, whichever is applicable. Proposals not properly signed may be disqualified and rejected.

All bids shall be submitted using the GADOT/AASHTO (American Association of State Highway and Transportation Officials) Electronic Bidding System (Expedite). When submitting a bid electronically, the Bidder's Proposal shall consist of the Bid pages generated by the Expedite software including the Cover page, Bid Item pages, Disadvantaged Business Enterprise (DBE) pages (if applicable), Miscellaneous Data pages and the Signature page. By submitting a bid electronically, the Bidder acknowledges all requirements included in the proposal, amendments, plans, Standard Specifications, and Supplemental Specifications are a part of the Bid and Contract.

The electronic bid shall be submitted by the following method:

**A. Electronic Bid Submission via the Internet and Bid Express™.**

(Note: The Bidder shall secure an account and a valid Digital Signature from Bid Express™ ([www.bidx.com](http://www.bidx.com)) in order to use this method.

Instructions for preparing and submitting bids by this method is as follows:

1. Access to the electronic bidding information is available on Bid Express™ at [www.bidx.com](http://www.bidx.com) and the GADOT Construction Bidding Administration Internet Web Site at [www.dot.ga.gov/doingbusiness/contractors/pages/default.aspx](http://www.dot.ga.gov/doingbusiness/contractors/pages/default.aspx).
2. When installing the Bid program the Bidder shall enter their vendor code in the following format: 2DO900. Before running the electronic bidding programs, the Bidder shall read the on-line help documentation for the Expedite software.
3. **Zero (0) is considered to be a valid bid. The Bidder shall not enter 0 in any Unit Price field unless zero is the intended bid for that item.**
4. All addenda shall be included in the electronic bid submitted.
5. **“Joint Bids” are allowed with Electronic Bid Submission via the Internet and Bid Express™**
6. The Bidder shall select **tools** and then **check bid** from the Windows Expedite menu to check the bid and assure there are no errors prior to submitting the electronic bid. The electronic bid may be changed and resubmitted electronically to Bid Express™ as many times as desired prior to the advertised cutoff time specified in the Notice To Contractors. The last bid submitted for a given Letting Call Order Number prior to the cutoff time will be the Bid.
7. The Bidder shall make no claim against the Department in the event it is unable to submit its bid to Bid Express™ and/or Bid Express™ is unable to submit the bid(s) to the Department. The Department reserves the right to postpone the public reading of bids in the event of technical difficulties.

**B. Proposal Guaranty and Power of Attorney via the Internet and Bid Express™.**

A fully executed Proposal Guaranty and Power of Attorney for each Letting Call Order Number bid shall be submitted by via the Internet and Bid Express™ by the time and date set in the Notice To Contractors for submission of Proposals.

The Proposal Guaranty for a “Joint Bid” shall include the names of all Joint Venture parties involved in the bid.

Office of Construction Bidding Administration