

**TOWN OF
YORKTOWN
SERVICES AND PUBLIC WORKS CONTRACTS
BID INSTRUCTIONS TO BIDDERS**

NOTICE IS HERE GIVEN that sealed bids will be received by the Town Clerk, Town of Yorktown, Yorktown, NY until 11:00 A.M. on Thursday, November 8, 2018 at Town Hall, 363 Underhill Avenue, Yorktown Heights, N.Y. 10598 to install a dual fuel-fired (natural gas and #2 fuel oil) boiler in direct replacement of existing Steam Boiler #3 located at The Albert A. Capellini Community And Cultural Center, located at 1974 Commerce Street, Yorktown Heights, New York, 10598. A completed Bid Proposal Form must be returned to the Town Clerk, 363 Underhill Avenue, Yorktown Heights, NY 10598, marked: **“Bid: NEW DUAL FUEL-FIRED (NATURAL GAS AND #2 FUEL OIL) BOILER IN DIRECT REPLACEMENT OF EXISITNG STEAM BOILER #3 LOCATED AT THE ALBERT A. CAPELLINI COMMUNITY AND CULTURAL CENTER.”** The scope of work must be completed within 30 days of the Notice of Award to ensure that the boilers are available for use in Albert A. Capellini Community and Cultural Center. All bids must be accompanied by a signed Non-Collusive Bidding Certificate.

Copies of the Bid Documents will be available in the Office of the Town of Yorktown Town Clerk located at 363 Underhill Avenue, Yorktown Heights, NY 10598 and on the Town’s website, www.yorktownny.org under Bids & RFPs.

The bidder assumes the risk of any delay in the mail or in the handling of mail by the employees of the Town of Yorktown. Whether sent by mail or means of personal delivery, the bidder assumes the responsibility for having bids in on the time and the place specified above.

The Town of Yorktown reserves the right to waive any informalities in the bids, to reject any or all bids and reserves the right to accept that bid which it deems most favorable to the interests of the Town of Yorktown. No bidder may withdraw his bid within thirty (30) days after the actual date of the opening thereof.

DIANA L. QUAST, RMC, CMC
TOWN CLERK
TOWN OF YORKTOWN