

RELEASE DATE: DECEMBER 12, 2023
CITY OF CLEVELAND, GEORGIA
INSTRUCTIONS TO BIDDERS
SEALED BID SALE OF SURPLUS PROPERTY
JANUARY 26, 2024 AT 4:30 P.M.
(MINIMUM BID \$1,000,000.00)

1. The City of Cleveland invites bids for the purchase of this property on the attached form. Bids will be accepted until:
Friday, January 26, 2024 at 4:30 p.m.
2. Bids shall be enclosed in two (2) envelopes (outer and inner) each of which shall be sealed and the inner envelope clearly labeled **Sealed Bid – 19 Campbell Street, January 26, 2024**. The outer envelope shall be addressed as follows:
City of Cleveland
City Administrator
85 South Main Street
Cleveland, GA 30528

Sealed bids may be delivered to the City of Cleveland, 85 South Main Street, Cleveland, GA 30528, or by any other method chosen by Bidder (Buyer) at Buyer's expense. The risk of late delivery or mis-delivery shall be upon the Buyer.
3. A cashier's check, certified check, or money order made payable to the City of Cleveland in the amount equal to 3% of the bid must accompany all bids. This amount will be applied against the purchase price of the successful Buyer and all others will be returned. In the event of default of the Buyer, the bid deposit shall be forfeited and retained by the City of Cleveland as liquidated damages. No bid received after **January 26, 2024, 4:30 p.m.** will be considered. No bid will be considered unless it is accompanied by the required deposit.
4. In the event identical acceptable high bids are received, a public drawing will be held to determine the successful Buyer at the time of the bid opening.
5. Acceptance of the bid conveyance of the property is subject to the approval of the City of Cleveland.
6. The property is being sold "as is". Notification will be given to the Buyer when the deed is ready for delivery and balance of payment is due.
7. It shall be the responsibility of the Buyer to pay all closing cost including recordation fees and taxes normally paid by a purchaser.

8. Bids must be signed and will be accepted only on the form provided. The Bid Form, along with the Instructions to Bidders, shall be construed to be the contract of sale with the successful Buyer. Failure to submit a bid on the attached form, the making of any modification, addition or amendment to the form or its conditions; or the submission of any terms or conditions other than those contained in the invitation to Bid, shall be grounds for rejections of the bid(s). Bids must be for a fixed and certain sum of the lawful money of the United States of America. Any offer not for a fixed and certain sum of such money, including but not limited to any offer of goods, services, real property, securities, money of another nation, or any other thing, in whole or in part, shall invalidate the bid.
9. The right is reserved to reject any and all bids, if, at the discretion of the City of Cleveland, they are found not to be in the best interest of the City of Cleveland.
10. ALL INFORMATION RELATING TO THE PROPERTY IS PROVIDED TO THE BEST KNOWLEDGE AND BELIEF OF THE CITY OF CLEVELAND. HOWEVER, IT IS THE RESPONSIBILITY OF THE BUYER TO VERIFY ALL INFORMATION PROVIDED.
11. Potential Buyers may view and examine the property.

NOTE: The following documents are enclosed as part of this Request for Proposal:

Bid Proposal Form
Instructions to Bidders
Property Description
Property Sketch

For further information, contact: City Administrator Kevin Harris
City of Cleveland
85 South Main Street
Cleveland, GA 30528
706-865-2017

BID PROPOSAL FORM
SEALED BID SALE OF SURPLUS PROPERTY
JANUARY 26, 2024 AT 4:30 P.M.
(MINIMUM BID \$1,000,000.00)

City Administrator
Kevin Harris
City of Cleveland
85 South Main Street
Cleveland, GA 30528

The undersigned, as bidder, hereby declares that the bidder has examined the Instruction to Bidders for **SEALED BID SALE OF SURPLUS PROPERTY JANUARY 26, 2024 AT 4:30 P.M.** and that bidder has/has not inspected the property and agrees to accept said property "as is" without warranty by the Seller as to its condition, value or usefulness for any purpose, except as may be otherwise specified in the Instruction to Bidders for **SEALED BID SALE OF SURPLUS PROPERTY JANUARY 26, 2024 AT 4:30 P.M.**

The undersigned hereby agrees to purchase the property located in White County, Georgia upon the terms and conditions stated in the Instruction to Bidders for **SEALED BID SALE OF SURPLUS PROPERTY JANUARY 26, 2024 AT 4:30 P.M.** for the sum of \$ _ _ _ _ _

A cashier's check, certified check or money order made payable to the City of Cleveland, for the sum of \$ _____, which is 3% of the above bid, is enclosed and will be applied to the purchase price if the undersigned is the successful bidder.

The undersigned further agrees, upon written acceptance of this bid and within the specified time, that the bidder will pay the balance of the purchase price upon delivery of the deed. Should the successful bidder fail to pay the balance of the purchase price, the sale will be declared void by the City of Cleveland and the bid deposit will be forfeited and retained as liquidated damages and not as a penalty. The next highest bidder may be notified and offered the property.

Sealed bids will be opened in a public format on January 26, 2024 at 5 p.m. in the Office of the City Clerk at the Cleveland City Hall located at 85 South Main Street, Cleveland, GA 30528

By: _____
Title: _____
Firm (if applicable) _____
Address: _____
Telephone: _____
Email: _____
Registered Agent _____
Acting on Your _____
Behalf (if any) _____
Date: _____
Proposed Use _____
of Property: _____

**NOTE: Face of envelope must bear the words "SEALED BID-19 CAMBELL STREET
JANUARY 26, 2024"**