Seal Bid Process Begins: August 7, 2017 at 8:00 am
Sealed Bid Process Ends: September 8, 2017 at 5:00 pm

LOCATION FOR INSPECTION: Kilgore City Hall, 815 N. Kilgore St., Kilgore Texas
Inspection Times: Monday through Thursday between the hours of 8:00 am to 4:00 pm during Bid period noted above. Contact James Womack at 903-812-2378 for additional information.


1. Bid forms must be completed by all parties interested in placing a bid. Forms are available on the City’s website or at the Kilgore City Hall.
2. All bids must be received in a sealed envelope by 5:00 pm on 9-8-17.
3. All bids must be submitted to the City’s Finance Director at the address listed under the “Contact” information at the bottom of this notice.

The City reserves the right to reject any and all bids.

IMPORTANT PAYMENT INSTRUCTIONS:
All payments for this auction must be received no later than 3:00 p.m., Tuesday, September 14, 2017. Payment must be in the form of a Cashier’s Check.
Payment should be made in person at Kilgore City Hall located at 815 N. Kilgore St. to:

Bill Martin
Finance Director

For any taxable purchases, if you are claiming purchases for resale OR if you are tax exempt, please include the appropriate tax form with your payment. The resale and exemption forms can be found on the Comptrollers Website. Please ensure that your resale or exemption certificates are properly completed and submitted with your payment.

REMOVAL: By appointment only. YOU MUST HAVE A COPY OF THE PAID RECEIPT TO PICK UP ITEMS. All items must be removed by Sept 14, 2017. After the final day for removal, a storage fee of $25.00 per day, per item will be charged to the buyer for any items that have not been removed.

LOCATION FOR PICK UP: Kilgore City Hall, 815 N. Kilgore St, Kilgore, Texas 75662
Contact: James Womack at (903) 812-2378 or james.womack@cityofkilgore.com to schedule a pick up time.
The Seller DOES NOT provide transportation or loading services for buyers to remove their merchandise. Any and all methods of lifting, towing, and hauling, as well as all other methods or requirements for the removal and transport of the materials, equipment and/or vehicles, is the sole responsibility of the buyer.

Thank you for bidding!
Bill Martin
Finance Director
815 N. Kilgore St
Kilgore, Texas 75662
Phone: (903) 984-5081
Fax: (903) 988-4132
billmartin@cityofkilgore.com