STATE OF MISSISSIPPI

COUNTY OF OKTIBBEHA

 **ADVERTISEMENT FOR BID PROPOSALS**

 **PARCEL MAPPING AND MAINTENANCE SERVICES**

BE IT ORDERED by the Oktibbeha County Board of Supervisors that the Clerk advertise for sealed bids as provided by Section 31-7-13 of the Miss. Code 1972, as amended, to be received by the Board of Supervisors in the office of the Clerk up to 5:00 P.M. on February 15, 2016, or mailed to the Office of County Administrator, P. O. Box 80285, Starkville, MS 39759.

 **NOTICE TO BIDDERS**

Sealed bids will be received by the Board of Supervisors of Oktibbeha County, Mississippi in the office of the Clerk or by mail, up to 5:00p.m., on February 15, 2016, at which time and place said bids shall be publicly opened and read.

**ALL WORK MUST MEET OR EXCEED THE REQUIREMENTS OF THE**

**MISSISSIPPI DEPARTMENT OF REVENUE**

Oktibbeha County, Mississippi, is requesting bid proposals from companies experienced in tax parcel mapping and annual maintenance services. Detailed proposal specifications can be obtain from the Tax Collector/Assessor’s Office (662)323-1273 or the County Administrator’s Office (662)323-1520. All respondents shall complete Addendum "A" and the Proposal Cost Summary form included in the specification packet. Failure to complete these items will be considered as a non-responsive submittal and the bid proposal will not be considered.

All work will be performed under the direction of Allen Morgan, Oktibbeha County Tax Assessor. All questions concerning the specifications shall be emailed to amorgan@gtpdd.com or faxed to (662)338-1066. No questions will be answered verbally.

Oktibbeha County utilizes AutoCAD to maintain digital and hard copy mapping for tax parcels. Applications software is used for a variety of purposes based on the AutoCAD platform. The use of these applications will continue so data structuring including layers, extended entity data, and fonts shall be maintained in precisely the same manner as the existing data.

 All costs associated with Delta Computer Systems shall be included in the bid.

Respondents are encouraged to provide letters of reference from past or current Mississippi County mapping maintenance projects that are similar in nature to the requirements of this project in Oktibbeha County. Bidders shall be required to comply with the provisions of Title 31 of the Mississippi Code of 1972, as amended and revised, and shall show Certificate of Responsibility number on the face of the bid envelope.

The Board of Supervisors reserves the right to reject any and all bids for the service being sought.

Orlando Trainer, President

Board of Supervisors

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