

DOCUMENT 00 21 15 {00202}

INSTRUCTIONS TO BIDDERS - EJCDC

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This document includes a form to use with EJCDC No. C-200 - Suggested Instructions to Bidders for Construction Contracts.

Use this document to include or modify suggested language from EJCDC No. C-200 to suit Project requirements. Coordinate statements in this document with Bid Form, Document 00 43 00 {00430}, and other related documents.

Use Document 00 21 13 {00200} to specify bidding requirements when EJCDC No. C-200 is not used.

Refer to EJCDC No. C-200 for assistance in developing this document.

Contact the CSRF Support Center at [supportcenter@csrf.org](mailto:supportcenter@csrf.org) to submit comments or suggestions for improvements to this specification. Visit the SPECTEXT web site at [www.spectext.com](http://www.spectext.com) for current product announcements.

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## 1.1 SUMMARY

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The following paragraph lists the topics included in EJCDC No. C-200. Coordinate list with topics included in this document.

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- A. Document Includes:
  - 1. Defined terms.
  - 2. Copies of Bidding Documents.
  - 3. Qualifications of Bidders.
  - 4. Examination of Bidding Documents, other related data, and site.
  - 5. Pre-Bid conference.
  - 6. Site and other areas.
  - 7. Interpretations and Addenda.
  - 8. Bid security.
  - 9. Contract Times.
  - 10. Liquidated damages.
  - 11. Substitute and "or-equal" items.
  - 12. Subcontractors, suppliers, and others.
  - 13. Preparation of Bid.
  - 14. Basis of Bid; comparison of Bids.
  - 15. Submittal of Bid.
  - 16. Modification and withdrawal of Bid.
  - 17. Opening of Bids.
  - 18. Bids to remain subject to acceptance.

19. Evaluation of Bids and award of Contract.
20. Contract security and insurance.
21. Signing of Agreement.
22. Sales and use taxes.
23. Retainage.
24. Contracts to be assigned.

**B. Related Documents:**

1. Document 00 11 16 - Invitation to Bid.
2. Document 00 31 00 - Available Project Information.
3. Document [00 41 13 - Bid Form - Stipulated Sum (Single-Prime Contract).] [00 41 43 - Bid Form - Unit Price (Single-Prime Contract).]
4. Document 00 43 00 - Procurement Form Supplements: Appendices [A] [\_\_\_\_\_] to [I.] [\_\_\_\_\_.]
5. Document 00 73 14 - Supplementary Conditions - EJCDC:
  - a. Definitions.
  - b. Contract Times identification.
  - c. Tax [and duty] rebate procedures.
  - d. Tax exempt procedures.
  - e. Contractors fees for changes.
  - f. Contractor's liability insurance.
  - g. Bond types and values.

**C. Related Documents:**

1. Document 00105 - Invitation To Bid.
2. Document 00300 - Information Available To Bidders.
3. Document [00411 - Bid Form - Stipulated Price.] [00412 - Bid Form - Unit Price.]
4. Document 00430 - Bid Form Supplements: Appendices [A] [\_\_\_\_\_] to [I.] [\_\_\_\_\_.]
5. Document 00815 - Supplementary Conditions - EJCDC:
  - a. Definitions.
  - b. Contract Times identification.
  - c. Tax [and duty] rebate procedures.
  - d. Tax exempt procedures.
  - e. Contractors fees for changes.
  - f. Contractor's liability insurance.
  - g. Bond types and values.