



**CITY OF EAST PROVIDENCE, RI  
REQUEST FOR PROPOSALS RFP# EP21/22-01  
FOR THE SALE OF (8) 7,500 sq. ft. PARCELS FOR THE  
CONSTRUCTION OF SINGLE-FAMILY DWELLINGS  
BID SHEET  
BID OPENING TUESDAY, DECEMBER 21, 2021 AT 11AM**

Proposals will be assessed generally on the proposed fee, timeline and evidence of bidder's financial capability to purchase the property, complete construction and obtain a certificate of occupancy within 2 years from the conveyance of the property. All of the below required submission materials must be submitted in order for the proposal to be considered complete. Any proposal without all of the required submission materials will not be considered. For a proposal to be considered, it must contain the following information;

**Basic Information**

- Name of individual or entity;
- Individual or entity address, including city, state, zip code and phone number;
- Contact person phone and e-mail who can respond to detailed questions regarding proposal;
- An offer of payment for a single parcel;
  - Bidders may submit offers on no more than 2 parcels
- A proposed timeline that includes transfer of ownership, obtaining a building permit, construction start date, construction end date and obtaining certificate of occupancy;
- A document or commitment letter providing evidence of bidder's financial capability to purchase the property.
- An acknowledgement that the bidder will complete construction and obtain a certificate of occupancy within 2 years from the conveyance of the property. If a parcel that is conveyed by the City does not complete construction and obtain a certificate of occupancy within a period of 2 years from the date of conveyance, the ownership of the parcel shall revert back to the City.
- Indicate whether or not incorporated and if incorporated, date of incorporation and a signed statement if the corporation has ever defaulted on a contract and if so, when and why.

Failure to provide all of the above requested information will result in disqualification of proposal. The City reserves the right to request additional information pertaining to the proposal.

BIDDING FIRM: \_\_\_\_\_

NUMBER & STREET: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

PHONE NO: (\_\_\_\_) \_\_\_\_\_ FAX NO: (\_\_\_\_) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**BID PROPOSAL:**

Parcel #1

\_\_\_\_\_ Dollar Amount Figure      \_\_\_\_\_ Dollar Amount in Words

Parcel #2

\_\_\_\_\_ Dollar Amount Figure      \_\_\_\_\_ Dollar Amount in Words

In case of a discrepancy between the amount written in words and the amount written in figures, amount written in words will govern.

**PROPOSED TIMELINE:**

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\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

Being a Corporation, incorporated under  
the Laws of the State of

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(Partnership)  
(Individual)

Composed of officers, partners  
or owner as follows:

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(President, Owner, Partner)

(Corporate Seal)

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