

Maine State Housing Authority (MaineHousing)  
WEATHERIZATION ASSISTANCE PROGRAM (WAP)

## INVITATION TO BID - NOTICE TO CONTRACTORS

### CONTRACTOR:

\_\_\_\_\_  
Contractor Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

### COMMUNITY ACTION AGENCY (CAA):

\_\_\_\_\_  
CAA Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

NOTICE IS HEREBY GIVEN that sealed proposals for the Weatherization Assistance Program (WAP) will be received until the date and time identified as "Deadline" below, at the CAA address identified above.

**Deadline:** Date: \_\_\_\_\_ Time: \_\_\_\_\_ (EST)

Such proposals will be opened publicly and publicly announced at the said hour and date. Bids will thereafter be accepted or rejected by the CAA. The CAA may extend the time for receipt of bids for a period not to exceed thirty days. Notice of such extensions shall be given to each holder of bid documents.

The work in general consists of the weatherization of eligible dwelling identified by the CAA.

**Examination of Documents and Scope of Work.** The bidder shall examine carefully the *Contractor Bid Sheet* and *Contractor Application* provided by the CAA. By submitting a bid, the bidder represents that he has investigated and accepts the conditions to be encountered and the character, quality and scope of work to be performed and materials to be furnished and the requirements of the WAP Program.

**Explanations.** Any explanations desired by a bidder regarding the attached *Contractor Bid Sheet*, *Contractor Application*, or other contract documents shall be requested verbally or in writing from the CAA.

**Contractor Bid Proposals should be mailed to the CAA at the address identified above.**

Each *Contractor Bid Sheet* and *Contractor Application* must be enclosed in a sealed envelope and marked with the date and contractor's name. Each bid proposal must be submitted on the prescribed *Contractor Bid Sheet* and the *Contractor Application* must include all required attachments. The CAA may reject any and all bids.

\_\_\_\_\_  
Signature of CAA Representative

\_\_\_\_\_  
CAA Representative Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
CAA Representative Telephone

\_\_\_\_\_  
CAA Representative Email