INSTRUCTIONS TO BIDDERS - SALE OF LAND

SUBMITTAL OF BIDS: Bidders have the option of bidding on any or all items. Bidders electing to bid on more than one item shall make a separate cash offer for each item on which he/she elects to bid. Bids must be submitted on the form provided herein and the bidder’s cash offer for the items on which he/she elects to bid shall be written in ink. The proposal must be signed in ink. The proposal, together with the 20% deposit and any other information called for in the proposal, shall be submitted in a sealed envelope so marked as to indicate its contents without being opened. This envelope shall be addressed and delivered to the Louisiana Department of Transportation and Development, Baton Rouge, Louisiana, before the time specified for opening bids. Bids received after the time specified will be returned to the bidder unopened.

20% MINIMUM DEPOSIT: Each bid must be accompanied by a deposit in an amount of, at least, 20 percent (20%) of the bid amount. A separate deposit payment must be submitted for EACH item bid on. The deposit shall be either a certified check, official check, cashier’s check, postal money order or bank money order. All such checks shall be made payable to the Louisiana Department of Transportation and Development.

All deposits, except those of the successful bidder, will be returned to bidders within ten (10) days after opening of bids. Deposits of the successful bidders will be applied by the Department toward discharge of the obligation of the successful bidders under the terms of this proposal.

If the bidder to whom award of sale is made fails to execute an act of sale within the time hereinafter stipulated, or within such extension of times as the Department may grant, the deposit accompanying his bid shall become the property of the Department, except where the amount of the deposit is in excess of 20 percent (20%) of the amount bid on the items awarded to him/her and for which he/she fails to execute an act of sale. In this event the amount forfeited to the Department shall be 20 percent (20%) of the amount bid on the items for which he/she fails to execute an act of sale.

REJECTION OF BIDS: Proposals submitted with incomplete bids, or additions not called for, or conditional or alternate bids not called for will be subject to rejection. The Department reserves the right to reject any and all bids and waive any informalities.

RECEIVING OF BIDS:

Sealed bids for the sale of State-owned land will be received by the Louisiana Department of Transportation and Development, Real Estate Section, 1201 Capitol Access Road, Baton Rouge, Louisiana 70802 until 4:15 P.M. on the third Wednesday of every month, after which bids will be received in the Louisiana Department of Transportation and Development Auditorium, 1201 Capitol Access Road, Baton Rouge, Louisiana, from 9:00 A.M. until 10:00 A.M. on the third Thursday of every month of the letting date, at which time and place bids will be publicly opened and read. No bids will be received after 10:00 A.M.

Bid forms may be downloaded from the Department’s Real Estate web at, http://wwwsp.dotd.la.gov/Inside\_LaDOTD/Divisions/Engineering/Real\_Estate/Pages/Bid\_Booklet.aspx

Complete description and further information concerning these items can be obtained by contacting the District Property Manager or their authorized representative.

CONDITIONS OF SALE

GENERAL: The following conditions shall govern all offers to buy and shall apply to the sale of the land listed in this proposal, should any offer be accepted by the Department.

1. The award of sale, if awarded, will be made upon recommendation of the Real Estate Administrator to the highest responsible bidder on each item within ten (10) days after opening of bids. The award of any tie bids will be left to the discretion of the Department.

2. The act of sale for each item in the “Bid Schedule” will be prepared by the Department at no cost to the purchaser; however, the purchaser shall pay all recording fees, shall be liable for all taxes after the effective date of sale and shall accept title without a mortgage certificate. Purchaser acknowledges that the Act of Sale is made without any warranty whatsoever, even for the return of the purchase price. The purchaser shall also be responsible for any other cost incidental to sale.

3. The Department reserves the mineral rights on the land offered for sale.

4. This sale is subject to any outstanding liens, judgements, assessments or any other encumbrances which may exist against the property at the time of the sale.

5. This sale is subject to any existing utility easements on or across the property.

PAYMENT: After giving effect to the amount of the successful bidder’s deposit of each item, as hereinbefore stipulated, any remaining balance shall immediately become due and payable to the Louisiana Department of Transportation and Development at the time of the execution of the act of sale. Failure to make full and immediate payment of such balance shall void the sale. The act of sale shall be executed within 10 days after successful bidder is presented with the Act of Sale by the Department for execution.

(THE FOLLOWING PARAGRAPH SHALL BE INCLUDED IF ANY OF THE PARCELS ARE ADJACENT TO A CONTROLLED ACCESS HIGHWAY.)

6. Parcel No(s). \_\_\_\_\_\_\_\_\_ front(s) on a controlled access highway and all direct access to and from the adjacent property will be limited to such access as may be provided by frontage roads, and this provision shall be and remain binding upon the purchaser, their heirs, successors and assigns forever.

(ANY SPECIAL CONDITIONS PERTINENT TO ANY OF THE PARCELS MUST BE INCLUDED HERE.)