



VENDOR INFORMATION

The City invites Vendors to list their email address on the City's website under "Notify Me" for notification of bids and proposals.

Frequently Asked Questions

- How will I be notified of solicitations?

Vendors who have listed their email on the City's website under "Notify Me" will automatically receive email notification of new bid/proposal requests that require a competitive bidding process. In addition, the bid/proposal requests will be posted on the City's website at www.kalispell.com and published twice in the Daily Inter Lake.

- Is there an expiration date on my Vendor email registration?

No. Once you register your email address you will always receive notices of all bids and proposals that require a competitive bidding process. Maintaining current email information is solely the Vendor's responsibility.

- Can there be an exception for a late bid/proposal?

No. Even if the reason for the late submittal of the bid/proposal is beyond the control of the Vendor, the bid/proposal will be rejected. Bids/proposals must be received at the proper address by the time and date specified in the solicitation document.

- How can I receive the results of a bid opening?

Bid information is available on the City of Kalispell's website at www.kalispell.com. In addition, Vendors are welcome to attend any bid opening and view the bids received. Vendors may also visit the City Clerk's office to review bid tabulation sheets.

- What information contained in my Request for Proposal response is available to competitors?

A ruling by the Montana Supreme Court in late May 1998, provided that all of the contents of requests for proposals are open for public inspection with few exceptions. Proposal documents are considered "open" after the time set for receipt of the proposals has passed. Only legitimate trade secrets (those meeting the requirements of Title 30, Chapter 14, Part 4, MCA http://data.opi.mt.gov/bills/mca_toc/30_14_4.htm) and certain financial information may be withheld from public inspection.

*** NOTE:** In order to do business with the City of Kalispell, individuals and businesses will be required to submit a federal identification number and certification to comply with IRS reporting requirements.