



COUNTY OF POLK
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TO: All Known Bidders
FROM: Polk County Procurement Office
RE: Price Increases
DATE: March 31, 2022

The purpose of this memo is to reiterate the County policy and the RFP language that states Polk County does not accept price increases. By submitting a proposal, you are agreeing to all terms and conditions of the bid. Price increases may be seen as a breach of contract.

We understand the volatile nature of some products, but the intent of holding prices firm for the entirety of the contract is to aid in budget planning and keep the integrity of the procurement's fair and open process. As awards often go to lowest bidder, increasing prices creates an unfair system for the non-winning bidders that may have submitted higher initial prices to cover the potential risk of their increased costs. It is the responsibility of the bidder to conduct market research, plan ahead for the unknown, and/or hold enough inventory to hold prices for the contract term.

Therefore, to maintain the integrity of fair bidding, any items with increased prices during the contract period will be awarded to the next lowest bidder; even if the increased price is lower than the next bidder.