

STATE OF NORTH CAROLINA DEPARTMENT OF ADMINISTRATION

BID FORM

SURPLUS REAL PROPERTY

I, \_\_\_\_\_ hereby submit a bid in the amount of \_\_\_\_\_ on

The real property located at \_\_\_\_\_ and further identified as:

I fully understand in making this bid that in order to be considered, it must be received no later than 2:00 P.M. \_\_\_\_\_. Attached is my certified or cashier's check in the amount of \$\_\_\_\_\_, made payable to the State of North Carolina, which represents an earnest money deposit of not less than five (5%) percent of this bid. If my bid is accepted and I fail and/or refuse, or I am unable to close the transaction at time of delivery of Deed, my deposit will be retained as liquidated damages. It is understood that the balance of successful bid will be due upon delivery of duly executed deed. All bids are subject to acceptance or rejection at the discretion of the Department of Administration. All offers accepted are subject to final approval by Governor and Council of State.

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Grantee Name (s) to appear on deed if successful bidder:

1. \_\_\_\_\_

2. \_\_\_\_\_

If bid is delivered: Mike Moser, Manager  
Real Property Section  
State Property Office  
116 West Jones Street  
Room 4055  
Raleigh, North Carolina 27603-8003  
Telephone:(919) 807-4650  
Email: [Mike.Moser@doa.nc.gov](mailto:Mike.Moser@doa.nc.gov)

If bid is mailed: Mike Moser, Manager  
Real Property Section  
State Property Office  
1321 Mail Service Center  
Raleigh, NC 27699-1321  
Email: [Mike.Moser@doa.nc.gov](mailto:Mike.Moser@doa.nc.gov)

## **01 NCAC 06B .0304 PROCEDURE FOR SALE OF STATE LAND**

The following procedure is used when surplus state-owned property is offered for sale by bid:

- (1) All state land will be advertised for sale unless waived by the Council of State. An advertisement is placed in a newspaper of general circulation, allowing 15 days for interested parties to bid. All bids must be forwarded to the Director, State Property Office, Room 4055 Administration Building, 116 West Jones Street, Raleigh, North Carolina 27603 and must be accompanied by a certified or cashier's check for no less than five percent of the bid, payable to the "State of North Carolina."
- (2) After initial bids have been received, all interested parties will be notified of the high bid in order that they may have an opportunity to raise same. If not raised within 10 days, the Director of the State Property Office will determine if the high bid should be accepted. All raises must be received within the 10 day period.
- (3) The bid may be raised by an amount of not less than five percent of the circulated high bid. Such a bid, together with a certified or cashier's check of not less than five percent of the bid, should be forwarded to the Director of the State Property Office. A raise of exactly five percent may result in duplicate bids, thus a bid in excess of five percent is safer. If the bid is raised, the matter will be held open an additional 10 days for further raises. This procedure will continue until there are no further raises.
- (4) The Director of the State Property Office reserves the right to reject any and all bids. In the case of identical bids, the director will determine which bid shall be recommended for acceptance. Any bid which is for less than the advertised minimum bid figure, not accompanied by a certified or cashier's check, or does not reach the State Property Office by the prescribed time, will automatically be rejected.
- (5) All sales of state lands are subject to the approval of the Council of State, which, at its sole discretion, may reject or accept any bids or offers.

(6) The State of North Carolina conveys land by deed without warranty or by quitclaim deed. A description of the property is available at the State Property Office. All deeds, after approval by the Council of State, will be executed in the manner prescribed by Chapter 146 of the General Statutes of North Carolina.

(7) The State of North Carolina makes no representations or warranties concerning the title to the property, or the boundaries of the property, or the uses to which it may be put. Any prospective buyer is advised to make his own independent investigation of these matters.

(8) All properties are sold for cash upon delivery of the deed. Once a high bid has been accepted, the five percent deposit will be held as an earnest money deposit. If the bidder subsequently fails, refuses or is unable to close the transaction at time of delivery of the deed, the state may retain the earnest money deposit as liquidated damages.

History Note: Authority G.S. 143-341(4); 146-27; 146-28; 146-29;