

LEGAL NOTICE TO BIDDERS

Sealed bids will be received at the office of the City Manager of Red Bank at Red Bank City Hall, 3117 Dayton Boulevard, Red Bank, TN 37415 no later than **2:00 p.m., Friday, August 21, 2015**, for furnishing the City of Red Bank with the following:

FOR THE DIVISION OF: PUBLIC WORKS DEPARTMENT

FOR THE PURCHASE OF: 2 NEW 2015 OR NEWER LONG WHEEL BASE ½ TON 4X4 PICK-UP TRUCKS

(Reference: # 15-0802)

THE CITY OF RED BANK ENCOURAGES THE PARTICIPATION OF SMALL AND MINORITY BUSINESSES IN THE PURCHASING PROCESS.

Award of contracts will be made on the basis of the lowest and best bids as determined by the City of Red Bank.

Any protest of award must be filed in writing with the Purchasing Agent within five (5) days of the award announcement.

By Order of the Mayor of the City of Red Bank, Tennessee.

John Roberts
MAYOR

Randall G. Smith
CITY MANAGER

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INSTRUCTIONS TO BIDDERS

No objections with regard to the application, meaning, or interpretation of these specifications will be considered after the opening of the subject bids. Unsigned bids will be considered nonconforming. Bids containing terms and conditions other than those contained herein, may be considered nonconforming.

Bidders will submit their proposal in a sealed envelope INDICATING ON THE OUTSIDE: THE COMPANY NAME AND THE ABOVE REFERENCE #. Any firm receiving a mailed bid on the above subject and not bidding will be electronically removed from the mailing list used for the above referenced subject after three consecutive non-responses or no bids.

Upon opening, all bids and attendant documents become a matter of public record.

NO BID BOND REQUIRED.

Vendors must comply with all applicable licensing requirements.

In accordance with Title VI it is the policy of the City of Red Bank to provide equal employment opportunities and to provide its programs, activities, and services to all individuals regardless of race, color, religion, sex, national origin, age, disability, or status in any other group protected by law. Inquiries and charges of violation of this policy should be directed to the City Manager at (423) 877-1103 at 3117 Dayton Blvd., Red Bank, Tennessee 37415. Requests for accommodation of a disability should be directed to the City Manager at (423) 877-1103 or at 3117 Dayton Blvd., Red Bank, Tennessee 37415. With regard to all aspects of this contract, the Vendor certifies and warrants it will comply with this policy.

The City of Red Bank reserves the right to waive any informality or to accept or reject any and all bids, and to accept the bid, which in the opinion of the City Commission, is in the best interest of the City of Red Bank.

The City of Red Bank reserves the right to reject any and all bids and to waive any informality in bidding.

For additional information, contact: Tim Thornbury (423) 834-4712.

To the Honorable Mayor of Red Bank, Tennessee

Gentlemen:

_____, 20_____

(I/We) do hereby declare that (I am/we are) the only person, firm or corporation interested in this proposal, and that no other person, firm or corporation than the one herein named has any interest herein or in the contract proposed to be taken; that it is made without any connection with any person, firm or corporation making proposal for the same work, and that it is in all respects fair as to each item bid upon and as to the proposal as a whole and without collusion or fraud: also that no officer or employee of the City of Red Bank, who is by law excluded from participating therein, is directly or indirectly interested herein, or in the furnishing of the supplies, or doing the work to which it relates, or in furnishing surety, or in any portion of the profits thereof;

With the understanding that any contract resulting from the bids taken herein shall be governed, construed and enforced according to the laws of the State of Tennessee. All actions whether sounding in contract or in tort, relating to the validity, construction, interpretation, and enforcement of this contract shall be instituted and litigated in the courts of the State of Tennessee located in Hamilton County, Tennessee, and in no other. In accordance herewith the parties to this proposal submit to the jurisdiction of the courts of the State of Tennessee, located in Hamilton County, Tennessee;

And do further declare that (I/We) have carefully examined the annexed specifications, and hereby propose to furnish the following items, and/or do the following work for the sum hereinafter set forth, VIZ:

GENERAL CONDITIONS:

1. The bidder is required to list all exceptions, deviations or variations to the specifications set forth and it should be done in a clear, logical fashion on a sheet designated by the bidder as such. Brochures, standard catalog sheets or technical data should accompany each proposal, but may not be considered a notice of exceptions, deviations, or variations to these specifications.
2. BRAND or TRADE NAMES are given as a "quality reference" to aid bidders in offering the right quality for this proposal, except where said quality reference is followed by the word "only", any quotation will be considered if, in the opinion of the City, the products are equal to those specified.
3. "DEL 60 DAYS ARO" shall mean the number of consecutive calendar days after receipt of a fully executed contract; delivered F.O.B. to 3117 Dayton Boulevard, Red Bank, Tennessee. At the time the equipment is delivered, the successful bidder shall furnish: Certificate of Origin, original Bill of Sale, four copies of Bill of Sale, an extra set of ignition keys, and the warranty.
4. The City reserves the right to increase order by one.
5. Successful bidder does not have to be located within a 50 mile radius of Hamilton County, Tennessee but must have local parts and service availability, including a service center equipped with factory trained mechanics and a sufficient parts inventory within a 50 mile radius of Hamilton County, Tennessee, a copy of which will be furnished to the City upon request.
6. Unit(s) shall possess all equipment listed by the manufacturer as "standard" for that model unless otherwise specified below.
7. A full copy of the warrant(y)(ies) covering the proposed unit(s), should accompany this proposal. Warranty start date will be the date the piece of equipment is delivered, not the invoice date.
8. The unit(s) to be delivered to, 3117 Dayton Boulevard, Red Bank, Tennessee 37415. Delivery time is Monday – Friday, 8:30 a.m. – 3:30 p.m.
9. Invoices are to be delivered at the same time that the piece of equipment is delivered. Paperwork should be made out to: City of Red Bank, 3117 Dayton Boulevard, Red Bank, TN 37415.
10. All equipment will be delivered fully operational and ready for service.
11. The City reserves the right to reject any and all bids.

AUDIT CLAUSE

"The City reserves the right to audit the records of the "(contractor name)." The Contractor shall make and keep as the same accrue, full and complete records and books as accounts of revenue and income, and costs and expenses that specifically relate to performance under this contract. Records and books of accounts, together with any or all other memoranda pertaining thereto that may be kept, maintained or possessed by the Contractor, shall be open to examination during regular business hours by the City or its representatives for the purpose of inspecting, auditing, verifying or copying the same or making extracts therefrom. The Contractor shall make and keep said records and books of accounts in accordance with generally accepted accounting principles."

BID SECTION:

As per attached specifications, the bid for 2 new 2015 year model or newer long wheel base 4-wheel drive 1/2 ton pick-up truck is as follows:

Purchase Price Per Vehicle: _____ Total: _____

Optional Equipment Price per Vehicle: _____ Total: _____

Delivery: _____ days A.R.O.

For either of the two following numbered reasons (I,we) herewith declare that (I/we)) will forfeit any claim to any contract resulting from the bid stated herein:

(AND, IF A BID BOND IS REQUIRED IN ORDER TO COMPLY WITH THE ENCLOSED "LEGAL NOTICE TO BIDDERS")

(Iwe) will forfeit as liquidated damages to the City of Red Bank (my/our) bidder's bond, or certified or cashier's check on a solvent bank in the sum of _____

_____ (\$ _____) DOLLARS:

- 1) If the contract is not signed and returned to the City WITHIN TEN (10) DAYS AFTER RECEIPT OF SAME, or:
- 2) If a performance bond is required – failure to enter into a contract with a good and solvent bond in a surety company doing business in the State of Tennessee acceptable to the City of Red Bank in an amount equal to the gross amount of said contract (or for an amount as specified) and to be made and contract signed and required to the City WITHIN TEN (10) DAYS AFTER RECEIPT OF SAME.

The full name and residence of all persons interested in the foregoing as principals are as follows: (if out of state company, please list Tennessee office address.)

BUSINESS ADDRESS OF BIDDER:

If Bidder is an INDIVIDUAL, fill out the following:

_____ (NAME OF OWNER)

If Bidder is a PARTNERSHIP, fill out the following:

PARTNER NAME:

ADDRESS:

If Bidder is a CORPORATION, fill out the following:

NAME OF CORPORATION PRESIDENT:

NAME OF CORPORATION SECRETARY:

NAME OF COMPANY: _____

SIGNATURE OF BIDDER: _____

TITLE: _____

PHONE NUMBER: _____

City of Red Bank

Minimum Bid Specifications

Bids must meet or exceed the following specifications for the 2 Pickup Trucks

New 2015 or newer model year

4 wheel drive ½ ton pickup truck w/long wheel base

2 door

Color: White

V6 Engine

Automatic Transmission w/ overdrive

Vinyl seats

AM/FM Stereo

Full size spare tire

Power windows and power locks

Remote keyless entry

Power steering (rack and pinion) and power brakes (4 wheel vented disc w/ ABS)

Dual front airbags, Side curtain airbags

Air conditioned

No Carpet, black vinyl flooring w/black rubber floor mats

17" wheels (w/all-terrain tires P265/70R17)

Trailer tow package

Long wheel base body style

Warranty: 3 years/36,000 miles

Drive Train: 5 years/60,000 miles

Optional Equipment

Factory installed bed liner shell

Strobe lights installed front and rear lights with switch in cab