

# INVITATION TO BID



## City of Fort Oglethorpe

POLICE DEPARTMENT

900 City Hall Drive

Fort Oglethorpe, Georgia 30742

Phone: 706-866-2512 Fax: 706-866-2532

**ITB# 010-19**

### **POLICE DEPARTMENT SPORT UTILITY VEHICLES**

The City of Fort Oglethorpe hereby solicits and request sealed Bids for the purchase of two sport utility vehicles for use by the Police Department and the City of Fort Oglethorpe. The Bid shall specify a per unit price on each vehicle. The City plans on purchasing two (2) 2019 or 2020 model sport utility vehicles. The SUV's should be Ford Explorers, Dodge Durango, or equivalent types.

The equipped vehicles shall comply with provided specifications and meet and/or exceed all Federal Department of transportation (DOT) requirements and the latest Underwriters laboratory (UL) requirements. Written inquiries concerning the automobiles should be made to Police Chief Mike Helton at [mhelton@fortogov.com](mailto:mhelton@fortogov.com).

TWO (2) Bids for this project must be SEALED and delivered in person, by mail, or by overnight delivery service to The City of Fort Oglethorpe Police Department, 900 City Hall Drive, Fort Oglethorpe, Georgia 30742 Attention: Police Chief Mike Helton, not later than 2:00 p.m. Wednesday, December 4, 2019. All eligible bids will be opened at 2:15 pm on December 4, 2019. The envelope shall state "SEALED BID – FO VEHICLES" to prevent accidental opening. Any Bid received after this time may not be considered. The City of Fort Oglethorpe reserves the right to accept or reject any and all Bids. Award will be made based on the most responsive and responsible Bid that has met the requirements of this ITB's criteria. Bid price should stand for 60 days minimum from December 4, 2019. Delivery of the two sport utility vehicles must be able to be completed within 10 days of the bid award date.

## ITB# 010-19- SPECIFICATIONS

Responders shall be prepared to give a complete demonstration of the merits of the vehicles offered as directed by the purchaser. The vehicles so demonstrated shall be completed as offered by the vendor for this Bid.

Awards will be made to the best responsible responder as determined by the City of Fort Oglethorpe according to the need of the police department. The quality of the articles to be supplied, their conformity with the specifications, their suitability to requirements and delivery terms shall be taken into consideration.

Two 2019 or 2020: Rear wheel or all wheel drive sport utility vehicles (Ford Explorer or Dodge Durango or equivalent)

1. The sport utility vehicles shall be at least:
  - a. Color is optional
  - b. V-6 or V-8 engine, automatic transmission
  - c. Power windows and power locks
  - d. Security Alarm System
  - e. Front bucket seats, cloth and vinyl seats will be considered
  - f. Minimum 3-year 36,000 mile bumper to bumper warranty
  - g. Vinyl floor matting

# BID FORM

**SCOPE OF WORK:** POLICE DEPARTMENT Sport Utility Vehicles

**LOCATION:** City of Fort Oglethorpe, Georgia

ITEM No.	DESCRIPTION	UNITS	BID AMOUNT
ITB# 010-19	<b>NEW 2019 or 2020 Sport Utility Vehicle</b> <b>OPTIONS (Circle all that apply):</b> V-6 engine                      V-8 engine  <b>ALL-WHEEL DRIVE      REAR-WHEEL DRIVE</b>	EA	\$
ITB# 010-19	<b>NEW 2019 or 2020 Sport Utility Vehicle</b> <b>OPTIONS (Circle all that apply):</b> V-6 engine                      V-8 engine  <b>ALL-WHEEL DRIVE      REAR-WHEEL DRIVE</b>	EA	\$
	<b>Delivery of each vehicle can be made within 10 days of notice of bid award.</b>		Yes or No
	<b>PHOTOGRAPH OF EACH ACTUAL VEHICLE IS INCLUDED.</b>		Yes or No

**NOTES:**

1. Copy Bid Form and use as needed if multiple vehicle options are submitted.
2. **Please attach vendor or manufacturer supplied vehicle specs/documentation for each vehicle.**
3. Respondent understands that the City reserves the right to reject any or all Bids. Award will be made based upon the most responsive and responsible Bid that has met the requirements of this ITB criteria. **The respondent agrees that his Bid shall be good and may not be withdrawn for a period of sixty (60) days after the scheduled closing time for receiving Bids.**

**EXECUTION OF BID**

DATE: \_\_\_\_\_

The Respondent certifies the following by placing an "X" in all blank spaces:

\_\_\_\_\_ That this Bid was signed by an authorized representative of the company.

\_\_\_\_\_ That all labor costs associated with this project have been determined, including all direct and indirect costs.

\_\_\_\_\_ That the Respondent agrees to the conditions as set forth in this Request for Bid with no exceptions.

Therefore, in compliance with the foregoing Request for Bids, and subject to all terms and conditions thereof, the undersigned offers and agrees, if the Bid is accepted within Sixty (60) days from the date of the opening, to furnish the items for the prices quote within the time frame required.

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**ADDENDA ACKNOWLEDGEMENT**

The vendor has examined and carefully studied the ITB and the following Addenda, receipt of all which is hereby acknowledged:

Addendum No. 1 \_\_\_\_\_ Addendum No. 2 \_\_\_\_\_

Addendum No. 3 \_\_\_\_\_ Addendum No. 4 \_\_\_\_\_

\_\_\_\_\_  
Authorized Representative/Title  
(Print or Type)

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date

(Copies of each addendum issued must accompany your Bid – It is the sole responsibility of the vendor to check the city website starting November 6, 2019.)

**AFFIDAVIT OF NON-COLLUSION**

**SCOPE OF WORK:** POLICE DEPARTMENT SPORT UTILITY VEHICLES

**LOCATION OF WORK:** City of Fort Oglethorpe, Georgia

**VENDOR'S STATE OF:** \_\_\_\_\_

**VENDOR'S COUNTY OF:** \_\_\_\_\_

\_\_\_\_\_  
Being first duly sworn, deposes and says that he/she is

\_\_\_\_\_  
(sole owner, partner, president, secretary, etc...)

The party making the foregoing Bid; that such Proposed Fee is genuine and not collusive; that said Respondent has not colluded, conspired, connived, or agreed, directly or indirectly, with another Respondent or person, to put in a sham Bid, or that such other person shall refrain from responding to the Invitation to Bid, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference, with any person to fix the Contract Price of affiant or any other Respondent, or to fix any overhead, profit, or cost element of said Contract Price, or of that of any other Respondent, or to secure an advantage against the City of Fort Oglethorpe, their City Council members, or any other person interested in the proposed contract; and that all statements contained in said Bid are true, and further, that such Respondent has not directly or indirectly submitted this Bid, or contents thereof, or divulged information or data relative thereto to any association or to any member or agent thereof.

\_\_\_\_\_  
(Affiant)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(Notary Public in and for)

\_\_\_\_\_  
(County)

[NOTARY SEAL HERE]

My commission expires \_\_\_\_\_, 20\_\_\_\_