

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# 001-20

POLICE DEPARTMENT – ADMINISTRATIVE VEHICLE

Pursuant to Georgia Laws, the City of Fort Oglethorpe hereby solicit and request sealed Bids for the purchase of a vehicle 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 one (1) sport utility vehicle. This vehicle does not require a manufacturer's "Police Package".

The equipped vehicle 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 automobile should be made to Police Chief Mike Helton at mhelton@fortoglethorpega.com.

One (1) Bid 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. Thursday, February 20th, 2020. The envelope shall state "SEALED BID – FOPD VEHICLE" 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 90 days minimum from February 20th, 2020.

ITB# 001-20 - SPECIFICATIONS

Responders shall be prepared to give a complete demonstration of the merits of the vehicle offered as directed by the purchaser. The vehicle 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. 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.

NEW AND UNUSED 2019 or 2020 year model Sport Utility Vehicle:

1. The vehicle shall be:
 - a. Exterior Color: GRAY or BLACK
 - b. Interior Color: BLACK
 - c. Black Finish Wheels
 - d. V-6 or V-8 Engine
 - e. Automatic Transmission
 - f. All Wheel or Rear Wheel Drive
 - g. Power Windows and Power Locks
 - h. Security Alarm System
 - i. All Weather Floor and Cargo Mats
 - j. The vehicle does NOT require a manufacturer's "Police Package".
 - k. The vehicle is required to be delivered to purchaser within 20 days of order.

BID FORM

SCOPE OF WORK: POLICE DEPARTMENT – ADMINISTRATIVE VEHICLE

LOCATION: City of Fort Oglethorpe, Georgia

ITEM No.	DESCRIPTION	UNITS	BID AMOUNT
ITB# 001-20	<p>NEW 2019 or 2020 Sport Utility Vehicle OPTIONS (Check all that apply):</p> <p><input type="checkbox"/> 2019 Year Model</p> <p><input type="checkbox"/> 2020 Year Model</p> <p><input type="checkbox"/> Exterior Color: (GRAY / BLACK) Circle One</p> <p><input type="checkbox"/> Interior Color: BLACK</p> <p><input type="checkbox"/> Black Finish Wheels</p> <p><input type="checkbox"/> V-6 Engine</p> <p><input type="checkbox"/> V-8 Engine</p> <p><input type="checkbox"/> Automatic Transmission</p> <p><input type="checkbox"/> All Wheel</p> <p><input type="checkbox"/> Rear Wheel Drive</p> <p><input type="checkbox"/> Power Windows and Power Locks</p> <p><input type="checkbox"/> Security Alarm System</p> <p><input type="checkbox"/> All Weather Floor and Cargo Mats</p> <p><input type="checkbox"/> Deliverable Within 20 Days</p> <p><input type="checkbox"/> Photograph of Actual Vehicle Attached</p>	EA	\$

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 NINETY (90) 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 ninety (90) days from the date of the opening, to furnish the items for the prices quote within the timeframe 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 Authorized Representative Date
 (Print or Type)

(Copies of each addendum issued must accompany your Bid – It is the sole responsibility of the vendor to check the city website on February 13, 2020.)

AFFIDAVIT OF NON-COLLUSION

SCOPE OF WORK: POLICE DEPARTMENT – ADMINISTRATIVE VEHICLE

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____