



YORK COUNTY GOVERNMENT

PURCHASING DEPARTMENT
PO Box 180, 6 South Congress Street
York, South Carolina 29745-0180
(803) 684-8520
www.yorkcountygov.com

INVITATION FOR BIDS

Date: October 16, 2009

BID ID # 1909/11-11-09

Sealed Bids for Furnishing one (1) each, new, unused, 2010 model, 4-door intermediate size sedan, are subject to all conditions, and provisions, etc., set forth herein and attached. Bids will be received in the Purchasing Office, Room 114, Agricultural Building, 6 South Congress St., York, SC, 29745 until 10:00 A.M.E.D.S.T. on, Wednesday, November 11, 2009. Bids will be publicly opened and read in Room 108 of the Agricultural Building, 6 South Congress Street, York, SC 29745 by the Director of Purchasing. The bid prices must include all costs of transportation to the required destination.

COUNTY OF YORK
By [Signature]
W. F. White
Director of Purchasing

In compliance with the invitation, and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items quoted on at prices as set forth after the item and unless otherwise specified, within days after receipt of order, delivered, all transportation costs included and prepaid.

Discount will be allowed as followed: 30 calendar days _____ percent.

SPECIAL CONDITIONS

Bids shall be submitted on this form. Bids made otherwise will be subject to rejection. The above Bid # shall be shown on front of the envelope in which this bid is submitted. York County assumes no responsibility for unmarked envelopes being considered for award. Authorized company representative is required to sign in ink on the second page in the space provided. Electronic signatures are not acceptable. Bids not signed will automatically be rejected. It is requested that completed bids be either typewritten or handwritten in black ink only. Facsimiles are not acceptable. If County offices are closed due to inclement weather, the bids shall be opened at the same scheduled hour on the 3rd working day (excluding County observed holidays) after the scheduled bid opening date.

INSTRUCTIONS TO BIDDERS

1. **Submit one (1) signed original and one (1) signed copy of bid.**
 2. Bids, amendments thereto or withdrawal requests received after the time advertised for bid opening will be void regardless of when they were mailed.
 3. Quote prices on units specified with packing included.
 4. Attach complete specifications for any permitted substitutions offered or when amplification is desirable or necessary.
 5. If specifications or description papers are submitted with bids, enter bidder's name thereon.
 6. If the article bid upon has a trade name or brand, show same in the bid.
 7. When required, furnish samples, free of expense, prior to the opening of bids.
 8. Show delivery time required after order is received (see BID below).
 9. Address and mark bid as indicated in the notice.
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CONDITIONS

1. The County reserves the right to reject any and all bids, and to waive all technicalities.
 2. Unit prices will govern over extended prices, unless otherwise stated in notice.
 3. Time in connection with discount offered, will be computed from date of delivery of commodities to carrier, when inspection and acceptance is at point of origin; or date of delivery at destination; or if laboratory inspection is made part of the bid, from date of laboratory report.
 4. In case of default of contractor, the County reserves the right to purchase any or all items in default in open market, charging contractor with any excessive costs. **SHOULD SUCH CHARGE BE ASSESSED, NEITHER SUBSEQUENT BIDS NOR THE DEFAULTING CONTRACTOR WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.**
 5. All materials and products offered must be guaranteed to meet the requirements of the specifications indicated, given or referred to.
 6. Prices bid must be based upon payment in thirty days. Discounts for payment in less than thirty days will not be considered in making award.
 7. The right is reserved in case tie bids are received to make award as considered to be most advantageous to the County.
 8. The right is reserved to reject any bid in which the delivery time indicated is considered sufficient to delay the operation for which the commodity is intended.
 9. Unless otherwise indicated by the Procurement Director, prices must be firm.
 10. The successful bidder shall indemnify and save harmless the County of York and all County officials, agents and employees, from all suits or claims of any character brought by reason of infringing on any patent trade mark or copyright.
 11. Bidders must guarantee price for a period of not less than 45 days.
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DATE

FEDERAL ID #

COMPANY NAME

AUTHORIZED SIGNATURE

COMPANY ADDRESS

PRINT OR TYPE NAME ABOVE

CITY, STATE, ZIP+4

Definitions of categories as related to your firm
Please check one

COMPANY TELEPHONE NUMBER

- _____ Not Minority Owned
- _____ African American
- _____ Caucasian Female
- _____ African American Female
- _____ Alute
- _____ Eskimo
- _____ East Indian
- _____ Hispanic American
- _____ Native American
- _____ Oriental

COMPANY FAX # (IF APPLICABLE)

EMAIL ADDRESS

S. C. SALES TAX # (ONLY IF OUT OF STATE)

**INVITATION FOR BIDS
FOR ONE (1)
FOUR DOOR, INTERMEDIATE SIZE SEDAN**

BID TERMS AND CONDITIONS:

Each bidder shall meet all of the specifications and bid terms and conditions. By virtue of the bid submission, the bidder acknowledges agreement with and acceptance of all provisions of the specifications except as expressly qualified in the BID. Non-substantial deviations may be considered provided that the bidder submits a full description and explanation of and justification for the proposed deviations. Whether any proposed deviation is non-substantial will be determined by York County in its sole discretion.

INFORMATION:

It is the intent and purpose of the county that this Invitation request permits competition. It shall be the bidder's responsibility to advise York County if any language, requirements, etc., or any combinations thereof, inadvertently limit the requirements stated in this request to a single source.

To ensure the integrity of the competitive process, all Bidders should avoid contacting any public officials or department(s) other than the person(s) listed in this document either directly or indirectly.

York County reserves the right to reject any or all responses, waive any technicalities and select the Bidder who is determined to best meet the needs of the county for this project.

Comments from vendors related to how future Bid documents, and/or specifications can be improved are welcome. Bidders requesting clarification, interpretation of, or improvements to, the general terms, conditions, and specifications can make an email request to the Purchasing Director as follows:

bill.white@yorkcountygov.com

SPECIFICATIONS

SIZE: The four door sedan shall be specially designed and built for normal activities and of proper size to fully accommodate 5-passengers. Acceptable makes and models are as follows:

Chevrolet Impala, Ford Taurus, Chrysler Sebring, or approved equal.

ENGINE & TRANSMISSION: The engine shall not be less than a 3.5-liter minimum, 6-cylinder fuel injected type. The transmission shall be of the 3 or 4-speed automatic type.

FRONT AXLE: Standard factory ratio.

BRAKES: The sedan shall be equipped with power front and rear disc brakes; and a mechanical emergency, or parking brake.

TIRES: The 5 tires shall not be smaller than size P225/60HR16, and mounted on rims of proper width.

COLOR: Exterior: White
Interior: To be selected from standard colors.

ELECTRICAL SYSTEM: The electrical system shall be equipped with a minimum 125 amp. alternator. The sedan shall be equipped with a maintenance free battery of not less than 850 cold cranking amps. with resistor wiring from the distributor to spark plugs. (To be compatible with equipment below).

EQUIPMENT: The sedan shall be furnished complete with all equipment customarily furnished as standard and all standard safety equipment as required by Federal standards. The following shall be factory installed in addition to, or in place of, the regular equipment:

1. Power steering
2. Heavy-duty cloth bucket seat in front
3. Carpet to blend with upholstery and trim
4. Carpeted floor mats (front and rear), color to match upholstery & trim
5. Remote trunk release
6. Factory installed air conditioning
7. Engine and transmission oil coolers
8. Automatic interior dome light in center of roof
9. Cruise control with resume
10. Trunk compartment light
11. Trunk compartment floor mat
12. Full wheel covers
13. Body side strip molding
14. AM/FM stereo radio
15. Rear window defroster
16. Power windows, mirrors and door locks

SERVICE LITERATURE: The successful bidder shall furnish factory service bulletins, for a minimum period of 2-years from the beginning of the contract (this is to include warranty bulletins).

MANDATORY: One copy of the Shop Service Manual and one copy of the Emission and Driveability Manual with Electronic Schematic Diagrams are to be furnished to York County Maintenance Shop upon delivery of the sedans.

GENERAL: The sedan shall be new, unused, complete, and of the latest manufacture available. The sedan shall be properly serviced, and ready for immediate operation, including anti-freeze.

Where the words "heavy-duty" are used to describe a specified item, they shall mean that if the manufacturer customarily offers a heavier unit than the standard item, the optional unit shall be furnished. Therefore, in the event no heavier duty option is available, York County reserves the right to decide if the standard unit is of acceptable quality and capacity, and to reject any bid proposing to supply standard equipment components which are considered inadequate.

No dealer advertising in any form is to be placed on or in sedan.

After the sedan is serviced, the dealer prep form will be completed, signed, and delivered with sedan.

York County reserves the right to reject any and all bids proposing to furnish equipment, in the opinion of the county that is not satisfactory for its use in the proposed application. The right is also reserved to reject any bid not complying with these specifications.

WARRANTY: The sedan shall carry the manufacturer's standard 36-month, 36,000-mile warranty, which shall begin when the county places the units into service. The vendor shall perform the administrative details of adjusting the warranty start date.

DELIVERY: Price shall include delivery to York County Equipment Maintenance Shop, 725 Justice Blvd. York, SC 29745.

QUESTIONS: Direct any questions concerning specifications to:

Roddey Bolin
Equipment Maintenance Shop Supervisor
803-628-3202 Phone
roddey.bolin@yorkcountygov.com

Procedural inquires can be made as needed to:

W.F. White
Purchasing Director
803-684-8520 Phone
bill.white@yorkcountygov.com

QUESTIONNAIRE
(To be completed and returned with bid)

1. Make: _____
2. Model: _____
3. Wheelbase: _____
4. Cylinders: _____

- 5. Engine Displacement: _____ Liter: _____
- 6. Transmission: Type: _____ Speed: _____
- 7. Front Axle Ratio: _____
- 8. Alternator Make: _____ Rating Amps: _____
- 9. Battery Rating: Ampere: _____ Cold cranking amps: _____
- 10. Brakes: _____
- 11. Tire Size: _____ Ply: _____

12. LIST STANDARD COLORS:

- Interior:
- A. _____
 - B. _____
 - C. _____

13. EXCEPTIONS TO SPECIFICATIONS

14. Additional costs for specified items, not standard equipment: (costs to be included in bid):

<u>ITEM:</u>	<u>COST:</u>
_____	_____
_____	_____
_____	_____
_____	_____

PRICING

QUANTITY	ITEM	PRICE
1 each	2010 model, new, unused, 4 door intermediate size sedan	
S C SALES TAX		300.00
TOTAL		

No Bid _____

- _____ Specifications are too "tight"
- _____ Specifications are unclear
- _____ We are unable to meet specifications
- _____ Insufficient time to respond
- _____ Our schedule will not permit us to perform
- _____ We do not offer this product or service
- _____ Remove us from your vendor list for this commodity
- _____ Remove us from your vendor list for all commodities
- _____ Other (specify below)

PLEASE SUBMIT ONE COPY OF YOUR BID WITH THE ORIGINAL.

IMPORTANT

- 1. READ ALL BID INSTRUCTIONS!**
- 2. SIGN AND RETURN THE ORIGINAL BID!** BID NOT SIGNED WILL BE AUTOMATICALLY REJECTED.
- 3. LATE BID WILL NOT BE ACCEPTED!** BID MUST BE RECEIVED ON OR BEFORE THE DESIGNATED OPENING DATE AND TIME.
- 4. A “NO BID” IS CONSIDERED A RESPONSE.**
- 5. VENDOR IS REMOVED** FROM BID VENDOR LIST IF THERE IS NO RESPONSE AFTER THREE BIDS.