

City of Portsmouth
Portsmouth, New Hampshire
Public Works Department

INVITATION TO BID

Sealed bid proposals, **plainly marked** "WATER DEPARTMENT 2 WD ½ TON PICK UP TRUCK Bid #40-07" **on the outside of the envelope**, addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, New Hampshire, 03801, will be accepted until 2:00 p.m. April 30, 2007 at which time all bids will be publicly opened and read aloud.

Scope: The Water Department is seeking to purchase a 2 WD ½ ton pick up truck.

Specifications and Proposal forms may be obtained from the Finance/Purchasing Department on the third floor at the above address, on-line at www.cityofportsmouth.com, or by calling the Purchasing Clerk at 603-610-7227. **Please continue below for the complete bid specifications.**

The City of Portsmouth reserves the right to reject any or all bids, to waive technical or legal deficiencies, and to accept any bid that it may deem to be in the best interest of the City.

Questions may be directed to the Purchasing Clerk at 603-610-7227.

INSTRUCTION TO BIDDERS

I. Preparation of Bid Proposal

- A. The Bidder shall submit its proposal upon the form furnished by the City (attached). Prices shall be given in both in words and figures.
- B. Corrections made to amounts or information requested on the bid form should be made by crossing out the error and entering the new price or information above or below it. The correction must be initialed. In case of discrepancy between the prices written in words and those written in figures, the prices written in words shall govern.
- C. The bidder's proposal must be signed by the individual, by one or more members of the partnership, by one or more members or officers of each firm representing a joint venture; by one or more officers of a corporation, or by an agent of the contractor legally qualified and acceptable to the owner, If the proposal is made by an individual, his name and post office address must be shown, by a partnership the name and post office address if each partnership member must be shown; as a joint venture, the name and post office address of each must be shown; by a corporation, the name of the corporation and its business address must be shown, together with the name of the state in which it is incorporated, and the names, titles, and business addresses of the President, Secretary, and Treasurer.
- D. All words, figures, corrections shall be in ink or typed. All signatures shall be in ink.

II. Delivery of Bid Proposals

When sent by mail, the sealed proposal shall be addressed to the owner at the address and in the care of the official in whose office the bids are to be received. All proposals shall be filed prior to the time and at the place specified in the invitation for bids. Proposals received after the time for opening of the bids will be returned to the bidder, unopened. Faxed bid proposals are not acceptable.

III. Withdrawal of Bid Proposals

A bidder will be permitted to withdraw his proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.

IV. Public Opening of Bid Proposals

Proposals will be opened and read publicly at the time and place indicated in the invitation for bids. Bidders, their authorized agents, and other interested parties are invited to be present.

V. Irregular Proposals and Disqualification of Bidders

Bid proposals that are irregular may be rejected. Irregular bid proposals include the following:

- A. Failure to use the bid form provided or alteration of the form.
- B. Unauthorized additions, conditional or alternated bids, incomplete bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite or ambiguous as to its meaning.
- C. The addition of any provision reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.

Bidders may be disqualified and the bid proposal rejected for the following reasons:

- A. More than one proposal for the same work from an individual, firm, or corporation under the same or different name;
- B. Evidence of collusion among bidders;
- C. Failure to submit all required information requested in bid specifications;
- D. Bidder is not qualified or able to provide the services or product(s) described in the bid specifications; or
- E. Disqualification is in the best interest of the City of Portsmouth.

AWARD

I. Consideration of Proposals and Award

After the proposals are opened and read, bid results will be available to the public. In case of discrepancy between the prices written in words and those written figures, the prices written in words shall govern.

Within 30 calendar days after the opening of proposals, if an award is made, it will be made to the lowest, responsible, qualified bidder whose proposal complies with all the requirements prescribed. The successful bidder will be notified by mail at the address indicated on the proposal.

III. Reservation of Rights

The City reserves the right to cancel the award at any time before final notification of the successful bidder without any liability against the City. The City of Portsmouth reserves the right to reject any or all bids, to waive technical or legal deficiencies, and to accept any bid that it may deem to be in the best interest of the City.

Water Division ½ ton pick up

MINIMUM SPECIFICATIONS

2WD Pickup Truck

City of Portsmouth, New Hampshire
Public Works Department

SCOPE

It is the intent of this specification to describe a Chevrolet 2WD Pickup Truck or equal, with the following minimum specifications considered necessary to perform the function indicated. The unit shall be new, unused, of current production, design and source from the established, recognizable, manufacturer. Standard items in the manufacturers published literature, furnished by the bidder, shall be included in the bid. A copy of the specifications for the unit being proposed shall be included with the bid. Any exceptions, variations, and/or deletions must be noted or the bid may be rejected.

2WD Pickup Truck

GVWR:

6100 lbs.

WHEELBASE:

119 inch

CAB & CHASSIS:

1. Heater, AC and defroster with front side window defoggers
2. Full instrument gauges
3. Cigar lighter
4. Seats to be bench type with folding back, cloth covered
5. Fuel capacity: 34 Gallon
6. AM/FM radio
7. Front bumper, with Step Rear Bumper
8. Active manual lap/shoulder seat belts
9. Mirrors: Break-A-Way LH & RH
10. Windshield Wipers: Intermittent adjustable
11. Air Bags: Driver and front passenger
12. Floor covering: Front rubber mat
13. Fleetside body with 6.5 foot box
14. Front & rear heavy-duty shocks

COLOR:

CHROME YELLOW CAB AND BODY

ENGINE:

1. Vortec 4300 V6 SFI
2. Hour Meter
3. Meets federal emission requirements
4. Engine oil cooler

TRANSMISSION:

4 speed automatic with overdrive

BRAKES:

1. Front Disc
2. Audible wear indicator
3. Brake/transmission shift interlock
4. 4 wheel anti-lock brakes

STEERING:

Speed sensitive Power energy absorbing steering column.

ELECTRICAL:

1. Alternator: 100 AMP
2. Halogen, sealed beams, US daytime running lights.
3. Battery: Heavy duty 770 CCA

WHEELS & TIRES:

Steel wheels full size-5 each
P235/75R-16

WARNING SYSTEMS:

1. The truck shall be installed with a backup alarm.
2. Emergency lighting shall be as follows
3. A Whelen Engineering Halogen Mini-Lightbar 360 degree, 110,000 candlepower cab-mounted warning system is indicative of the type and quality desired but not restricted thereto.
4. All wiring to be sealed wiring harnesses.
5. All controls shall be mounted inside the cab.
6. Include complete specifications on the make, model and type of light system offered.

TWO-WAY RADIO:

A two-way radio, antenna, wiring and noise filter shall be installed with this truck. The bidder shall obtain frequency and rapidcall programming information from the City of Portsmouth, Public Works Department once the bid has been awarded. . The radio shall be, with no exceptions, a Motorola CDM1250 Mobile, catalog #AAM25KKD9AA2-N, ASP 7450 antenna

MISC:

1. One (1) 25 Person First-Aid Kit mounted in cab, to be located for easy access.
2. One (1) ABC fire extinguisher with metal nozzle with 5lbs capacity, so it can be recharged.
3. One (1) triangle flare kit

RUSTPROOFING:

The cab, chassis and body shall have “Ziebart” rustproofing or approved equal, with documentation by an authorized dealership.

MANUALS:

At least one (1) parts manual, one (1) operational manual, one (1) wiring diagram manual (can be on CD ROM), and one (1) COMPLETE SET of SHOP MANUALS for both the truck and all the components (IE: engine, transmission, rear ends, plows, hydraulic systems, lights, and radios) are required.

TRAINING:

A minimum of four (4) hours of operational and four (4) hours of mechanical factory training are required on the complete unit.

WARRANTY:

Warranty shall be three (3) year / 36,000 miles bumper to bumper with an extended five (5) year warranty on the drivetrain.

TRADE IN

1994 S-10 Blue pick up VIN #16ccs1443rk154635

BID PROPOSAL FORM
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2WD ½ Ton Pick Up Truck:

\$ _____
 Price in Figures

\$ _____
 Price in Words

Trade in Allowance:

\$ _____
 Price in Figures

\$ _____
 Price in Words

**Base Bid:
 Pick Up Truck
 minus Trade in Allowance:**

\$ _____
 Price in Figures

\$ _____
 Price in Words

Extended Warranty:

\$ _____
 Price in Figures

\$ _____
 Price in Words

Total Bid Proposal = Base Bid plus Extended Warranty:

\$ _____
 Price in Figures

\$ _____
 Price in Words

WARRANTY:

Warranty shall be 3 year / 36,000 miles bumper to bumper with an extended 5 year warranty on the drivetrain.

DELIVERY:

Bidder must state approximate date from receipt of order delivery will be made: _____ (no later than 90 days after award).

The undersigned agrees that he/she on behalf of Bidder has read the bid proposal documents, the instruction to bidders specifications and agrees to the terms and conditions set forth herein. Bidder understands that bid prices shall include delivery FOB to the address identified in the bid documents.

Bidder further agrees that this bid is not made jointly or in conjunction, cooperation or collusion with any person, firm, corporation or other legal entity. Bidder agrees no officer, agent or employee of the Owner is directly or indirectly interested in this Bid.

BID PROPOSAL FORM
Page 2 of 2

Submitted by Authorized Agent:

(Print Name & Title)

Signature: _____

Date: _____

Company: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Fax: _____