

**CITY OF PRESQUE ISLE, MAINE
PURCHASE OF ONE NEW POLICE PATROL VEHICLE
INVITATION TO BID**

Sealed Proposals are being accepted for the purchase of one new Police Patrol Vehicle

Proposals will be received by the City of Presque Isle, Maine at the City Clerk's office, 12 Second Street, until **2 p.m. on Thursday, June 20, 2013**. Bids will be opened and read aloud beginning at 2 p.m.

Any questions regarding this process should be directed to Sgt. Eric Erickson at the PIPD, 43 North St, Suite 2, Presque Isle ME, (207) 764-4476

Bid Specifications and Bid Packets are available at: www.presqueisle.govoffice2.com or
City Clerk's Office
12 Second Street
Presque Isle, ME 04769

The City of Presque Isle is an Equal Opportunity Employer.

Date: May 28, 2013

**CITY OF PRESQUE ISLE
REQUEST FOR QUOTES**

SECTION 1. GENERAL

The City of Presque Isle is seeking quotes from qualified individuals and firms to provide one (1) new Police Patrol Vehicle (See attached Spec Sheet).

SECTION 2. STANDARD CONDITIONS

1. The bidder shall be responsible for all taxes, fees and permits required of this proposal.
2. Unless otherwise stated, all bids shall be in a lump sum basis, FOB Presque Isle, in US Funds.
3. Any bids received after the date and time of opening will be rejected and returned unopened to the bidder. Time shall be determined as indicated on the clock when bids are received.
4. Unless otherwise stated all bids shall be submitted on the bid form supplied by the City. (Attachment B)
5. The City acting through its City Manager and/or City Council shall have the authority to reject any or all bids and to waive any informalities as it deems necessary. The City shall retain the right to determine what constitutes an informality. In his/her decision, the City may consider if other bidders are placed at a disadvantage by this decision. In all cases, the decision by the City shall be final.
6. Fax bids will not be accepted.
7. No bid may be withdrawn after the bid opening.
8. The bidder shall be responsible to provide all labor, materials and equipment necessary to perform the work or supply the material(s) requested in this bid and shall insure a timely completion of the work involved or the material(s) supplied in conformance with generally accepted work standards. The bidder hereby agrees to fully complete the project within the term of this agreement. All work shall be in conformance with all applicable local, state and federal laws, ordinances, rules and regulations.

9. The bidder shall not sublet, sell, transfer, assign or otherwise dispose of this agreement or any portion thereof, or of his right, title, or interest therein, without written request to and written consent of the City Manager. No subcontracts or transfer or agreement shall in any case release the bidder of his liability under this agreement.
10. The performance of work or the delivery of equipment under the contract may be terminated by the City in whole or in part whenever for any reason the City Manager shall determine that such termination is in the best interest of the City. Any such termination shall be effected by delivery to the Bidder of a Notice of Termination specifying the extent to which such termination becomes effective. The contract shall be equitably adjusted to compensate for such termination and the contract modified accordingly. In any event, this contract shall be terminated on the contract end date.
11. The Bidder agrees to indemnify, defend and hold harmless the City, it's officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, materialmen, laborers, and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the bidder in the performance of this contract and against any liability, including costs and expenses, for violation of propriety rights, copyrights, or rights of privacy, arising out of publication, translation, reproduction, delivery, performance, use of, disposition of any data furnished under this contract or based on any libelous or other unlawful matter contained in such data.
12. Any and all notebooks, maps, plans, working papers or other work produced in the performance of this contract are property of the City.
13. Failure to provide requested information at the time the bid is submitted shall result in the bid being rejected.

SECTION 3. BIDDER QUALIFICATIONS

Each bidder must meet the following qualifications and *A Statement of Bidders Qualifications (Attachment A) must be submitted with the Bid Proposal:*

1. The Bidder must be a factory authorized dealer, be able to perform warranty work, and provide parts and services locally.

2. Bidder must provide warranty information. Bidder must provide manufacturer's literature and/or catalog cuts with the Bid.

SECTION 4. SUBMITTING A BID

All bid quotes must be submitted in a sealed envelope clearly marked "**POLICE VEHICLE BID**" on the outside of the envelope. **Bids must be RECEIVED by 2:00 PM on June 20, 2013** at the following address:

City Clerk's Office
Presque Isle City Hall
12 Second St
Presque Isle, ME. 04769

Any questions pertaining to this bid shall be directed to Sgt. Eric Erickson at the Presque Isle Police Department, 764-4476.

All bids shall be opened and read aloud in public on June 20, 2013 at 2:00 pm at the above address. Final award of the bid will be made by the City Manager or City Council at the July 1, 2013 council meeting. Bidders are welcome to attend the bid opening.

SECTION 5. INSTRUCTION TO BIDDERS

Bidder Qualifications: The statement of bidder's qualifications (Attachment A) must be completed and submitted with the bidder's proposal. Failure to do so may result in disqualification.

Contract Award and Funding: Services under this contract will be funded by the City of Presque Isle and will be subject to all their applicable requirements.

Exceptions: *Exceptions to the specifications are to be listed separately, attached to and submitted with the bidder's proposal.* If the services offered by a bidder under the specifications meets the specifications except for minor factors or reasonably small amounts in dimensions, and if it is determined by the City that these minor variations from the specifications do not prevent the services being bid from performing as satisfactorily or from being as good as services fully meeting these specifications, then those minor variations in specifications may be waived by the City, if it deems it to be to its advantage, and the services with the waived variations in specifications will be accepted as fully meeting these specifications.

Verbal Agreements: No verbal agreements or conversations with any agent or

employee of the City either before or after execution of the contract shall affect or modify any of the terms or obligations contained in any of the contract documents.

Tax Exemption: The City of Presque Isle is exempt from payment of taxes imposed by the State of Maine and/or the Federal Government. Such taxes must not be reflected in the bid price.

Payment Schedule: Payment will consist of a lump sum payment upon receipt of an invoice upon the delivery of the vehicle.

SECTION 6: TECHNICAL SPECIFICATIONS

The bid specs are as follows:

Police Patrol Vehicle:

4-door vehicle (dealers are encouraged to submit price for **Sedan** and **Utility Vehicle**)

6 cylinder engine no less than 3.5 L

All wheel drive

Vinyl floor covering

Center dome light front

Manufacturer's Mud flaps Installed Front and Rear

Factory Wheel Covers if offered

Police Equipment Connectors if offered

Rear door lock/handles inoperative

Rear windows inoperative from rear door switches

Dual Black Spot lamps

Front Cloth Buckets / Vinyl rear seat

Courtesy Lamp Disable

Front License Plate Bracket

Black and White in Color

Hands free cell phone communications

Grill Pre-wiring if offered

100-Watt Siren Speaker installed

Vehicle Delivery to Presque Isle, Maine

STATEMENT OF BIDDER'S QUALIFICATIONS
(If desired, the bidder may submit additional information.)

1. Name of Bidder: _____

Bidder is: Corporation () Partnership () Individual ()

2. Permanent Main Office Address: _____

3. Federal ID Number (Employer's ID No.): _____

4. When organized: _____

4. If a corporation, where incorporated? _____

5. How many years have you been engaged in business under your present firm or trade name? _____

6. A financial statement may be required of the successful bidder prior to award.

The Undersigned hereby authorize and requests any person, firm, or corporation to furnish any information requested by the Sponsor in verification of the recitals comprising this Statement of the Bidder's Qualifications.

Name of Bidder: _____

Attest

By: _____

Title: _____

Dated: _____

