

**CITY OF SAN LEANDRO**

**INVITATION FOR BIDS**

<b>SUBMIT BID TO:</b> City of San Leandro Purchasing Department 835 East 14th Street San Leandro, CA 94577	<b>FOR FURTHER INFORMATION CONTACT:</b> Julie Jenkins Purchasing Agent (510) 577-3472 fax (510) 577-3312 <a href="mailto:juliejenkins@sanleandro.org">juliejenkins@sanleandro.org</a>
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<b>BID NO:</b> 16-17.006	<b>DATE ISSUED:</b> October 7, 2016	<b>THIS BID MUST BE DELIVERED TO THE CITY BEFORE:</b> 3:00 PM, Tuesday, November 1, 2016
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QTY.	DESCRIPTION	UNIT PRICE	EXTENSION
<b>FIVE (5) EACH</b>	<p align="center"><b>FIVE (5) EACH CURRENT MODEL YEAR 2-WHEEL DRIVE CARGO VANS BID NO 16-17.006</b></p> <p align="center"><b>Notice to Bidders</b></p> <p>Provide five (5) each current model year 2-wheel-drive cargo vans, in accordance with specification #ABW/092216/855, 595, 598, 33, 671</p> <p>Make/Model: _____</p> <p>Specify Warranty: _____</p> <p>Delivery Date: _____</p> <p>All specifications are minimum requirements, unless otherwise noted. All bidders must submit with their proposal sufficient literature to show compliance with specifications. Any deviations from specifications must be clearly indicated in writing at the time the proposal is submitted. The City reserves the right to waive minor variations in specifications bid.</p> <p>Price bid must not include any taxes. The City is exempt from Federal excise tax and exemption certificates will be furnished if required. Do not include sales tax in your bid. Sales taxes will be paid at the time of invoice payment.</p> <p>State your earliest delivery date as requested. This date may be an important factor in award determination.</p> <p>The vehicle shall be completely serviced as recommended by the manufacturer prior to delivery to the City, and shall be delivered to the City with a full tank of fuel.</p> <p>The original report of sale shall accompany the vehicle upon delivery to the City. The name and address on the Dealer's report of sale shall read City of San Leandro, 835 E. 14<sup>th</sup> Street, San Leandro, California 94577.</p> <p>Sealed bids shall be received at the Purchasing Office, City Hall, 835 E. 14<sup>th</sup> Street, San Leandro, CA up to 3:00 p.m., on Tuesday, November 1, 2016 at which time they will be publicly opened and read</p>	<p>\$ _____</p> <p>EACH</p>	<p>\$ _____</p> <p>TOTAL</p>

Any bid may be withdrawn at any time prior to the time fixed for the opening of bids only by written request for the withdrawal of the bid filed with the City. The request shall be executed by the bidder or bidder's duly authorized representative. The withdrawal of a bid does not prejudice the right of the bidder to file a new bid. Whether or not bids are opened exactly at the time fixed in the public notice for opening bids, a bid will not be received after that time nor may any bid be withdrawn after the time fixed in the public notice for opening of bids.

As stated in Public Contract Code Section 5100 to 5108, inclusive (State Contract Act) concerning relief of bidders and in particular to the requirement therein, that if the bidder claims a mistake was made in his bid, the bidder shall give the City written notice within five (5) days after the opening of the bids of the alleged mistake, specifying in the notice, in detail how the mistake occurred.

All bidders shall verify if any addendum for this project has been issued by the City. It is the bidder's responsibility to ensure that all requirements of contract addendum are included in the bidder's submittal.

The award will be made to the lowest responsible bidder whose bid complies with the specifications in a manner satisfactory to the City's best interests as determined by the City. The right is reserved, as the interest of the City may require, to reject any or all bids, or to waive any informality or minor irregularity in the bids.

Payment shall be within 30 days following acceptance of bid items.

To bid, complete and return a copy of the Request and any other required forms, in a sealed envelope. The envelope shall be marked with the project name and bid number. The bid must be received by the date and time shown in order to be considered. Deliver envelope to: City of San Leandro Purchasing Dept., 835 E. 14<sup>th</sup> Street, San Leandro, CA, 94577. Please note that there is a one-day delay in mail delivery to City Hall by the U.S. Postal Service.

**Delivery of materials shall be to:**

**City of San Leandro Public Works Service Center Garage  
13900 Chapman Road  
San Leandro, CA 94577**

Firm \_\_\_\_\_

Date: \_\_\_\_\_

Address \_\_\_\_\_

Phone: \_\_\_\_\_

\_\_\_\_\_

FAX: \_\_\_\_\_

By (Signature) \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_



Julie A. Jenkins  
Purchasing Agent

**SPECIFICATION NO. ABW\092216\855, 595, 598, 33, 671**  
**FIVE (5) EACH CURRENT MODEL YEAR 2-WD CARGO VANS**

The following specifications are minimum unless otherwise specified.

- Engine:**
- A. 2.5 liter, 4 cylinder, gas
  - B. Heavy duty cooling system
  - C. Oil cooler
- Transmission:**
- A. Six speed automatic with cooler.
- Wheelbase:** 120 inches
- G.V.W.R.:** 5,200 lbs
- Overall Length:** 190 inches
- Payload:** 1,700 lbs
- Steering:** Factory installed power assisted.
- Brakes:**
- A. Front wheel disc/rear drum.
  - B. Power assisted with A.B.S.
- Electrical:**
- A. Maintenance free 12 volt battery.
  - B. 100 amp alternator.
- Body:**
- A. Right and left outside rear view mirrors.
  - B. Standard front bumper, rear step bumper.
  - C. Side doors to be sliding type.
  - D. Dual rear doors with windows.
  - E. Windshield, front door windows, rear door windows, all to be tinted.
  - F. Heavy duty shock absorbers.
  - G. 16 gallon fuel tank.
- Exterior:** To be factory painted manufacturer's standard white.

**SPECIFICATION NO. ABW\092216\855, 595, 598, 33, 671**  
**FIVE (5) EACH CURRENT MODEL YEAR 2-WD CARGO VANS**

- Interior:**
- A. Right and left front bucket seats only, in tan or grey vinyl.
  - B. Seat belts at front bucket seats only.
  - C. Inside rear view mirror.
  - D. Intermittent windshield wipers.
  - E. Interior painted areas to be manufacturer's standard white.
  - F. Rubber mats in front seating area only.
  - G. Light in rear cargo area.
  - H. Driver's side air bag.
  - I. Standard AM/FM radio.
  - J. Factory installed air conditioning and heating.
- Tires & Wheels:**
- A. Blackwall radial tires sized to accommodate G.V.W.R.
  - B. Standard steel wheels and hub caps.
  - C. Full size spare mounted under vehicle.
- Miscellaneous:**
- A. One set maintenance manuals.
  - B. Two (2) extra sets of ignition/door keys.
  - C. D.M.V. registration to be completed by successful bidder.
- Warranty:** Standard manufacturer's warranty.