

CITY OF SAN LEANDRO
REQUEST FOR QUOTATION

SUBMIT BID TO: City of San Leandro Purchasing Department 835 East 14th Street San Leandro, CA 94577	FOR FURTHER INFORMATION CALL: Don Brockman Purchasing Agent (510) 577-3472 fax (510) 577-3312 dbrockman@ci.san-leandro.ca.us
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BID NO: 09-10.016	DATE MAILED: November 3, 2009	THIS QUOTATION MUST BE DELIVERED TO THE CITY BEFORE: 3:00 P.M. , Monday, November 23, 2009
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QTY.	DESCRIPTION	UNIT PRICE	EXTENSION
1 EACH	<p>ONE (1) CURRENT MODEL YEAR 2-WHEEL DRIVE CARGO VAN Bid No. 09-10.016</p> <p>Notice to Bidders</p> <p>Provide one (1) Current Model Year 2-wheel drive cargo van in accordance with specifications ABW-81809-2214-858.</p> <p>Make/Model: _____</p> <p>Specify Warranty: _____</p> <p>Delivery Date: _____</p> <p>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>Do not include sales tax in your bid. Sales tax will be added to the purchase order and remitted with 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 <i>full tank of fuel</i>.</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. 14th Street, San Leandro, California 94577.</p> <p>Sealed bids shall be received at the Purchasing Office, City Hall, 835 E. 14th Street, San Leandro, CA up to 3:00 P.M., Monday, November 23, 2009 at which time they will be publicly opened and read.</p>	<p>\$ _____</p> <p style="text-align: center;">Each</p>	<p>\$ _____</p> <p style="text-align: center;">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Any bid may be withdrawn at any time prior to the time fixed for the opening of bids only by written request for the withdrawal of the bid filed with the City.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 successful bidder shall submit a certificate of insurance showing compliance with the enclosed insurance requirements. This insurance shall be maintained at all times during the course of any resulting agreement. In addition, the successful bidder shall have the proper City of San Leandro business license and all other applicable licenses and permits.

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.

- Delivery shall be F.O.B. destination
- Complete delivery _____ days from order
- There shall be no charge(s) for delivery of bid items.
- Cash Discount _____ in _____ days

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. 14th 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 vehicles shall be to:
Public Works Service Center
14200 Chapman Road
San Leandro, CA 94577.

Firm _____
Address _____

By (Signature) _____
Title: _____

Date: _____
Phone: _____
FAX: _____
Print Name: _____



Don Brockman
Purchasing Agent

SPECIFICATIONS:

ONE (1) EACH CURRENT MODEL YEAR 2 WD CARGO VAN

The following specifications are minimum unless otherwise specified.

- Engine:**
- A. 4.6 liter V8
 - B. Heavy duty cooling system
 - C. Oil cooler
- Transmission:** Three speed automatic with cooler
- Wheelbase:** 135 inches
- G.V.W.R.:** 8,600 lbs
- Overall Length:** 216 inches
- Payload:** 3,200 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. Rear right side door 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. 30 gallon fuel tank
- Exterior:** To be factory painted manufacturer's standard white

- Interior:**
- A. Right and left front bucket seats only, in tan or gray 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