

City of Portsmouth
Portsmouth, New Hampshire
Police Department

INVITATION TO BID

Sealed bid proposals, **plainly marked** "POLICE DEPARTMENT CRUISER – NUMBER 29-11 **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 February 22, 2011 @ 2:30 p.m., at which time all bids will be publicly opened and read aloud.

Scope: The Portsmouth Police Department is seeking to purchase three (3) 2011 Ford Crown Victoria Police Interceptors.

Specifications for the new vehicles 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 Coordinator at 603-610-7227.

Addenda to this bid, if any, including written answers to questions, will be posted on the City of Portsmouth website at <http://www.cityofportsmouth.com/finance/purchasing.htm> under the proper heading. Addenda and updates will NOT be sent directly to vendors.

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.

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.
- E. Addenda to this bid document, if any, including written answers to questions, will be posted on the City of Portsmouth website at <http://www.cityofportsmouth.com/finance/purchasing.htm> under the project heading. Addenda and updates will NOT be sent directly to vendors. Vendors submitting a bid should check the web site daily for addenda and updates after the release date. Firms should print out, sign and return addenda with the proposal. Failure to do so may result in disqualification.

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:

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

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.

The award is not considered official until such time that a Purchase Order, fully executed contract or an award letter has been issued by the Finance Director. No presumption of award shall be made by the bidder until such documents are in hand. Verbal notification of award is not considered official. Any action by the bidder to assume otherwise is done so at his/her own risk and the City will not be held liable for any expense incurred by a bidder that has not received an official award.

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.

CITY OF PORTSMOUTH
FINANCE DEPARTMENT
PORTSMOUTH, NEW HAMPSHIRE

**POLICE DEPARTMENT
BID LIST**

POLICE CRUISERS

Make/Model: 2011 Ford Crown Victoria Police Interceptor

Quantity: Three (3)

Include the following Vehicle Requirements:

Standard Features:

All Standard Package (Interior, Exterior, PowerTrain/Functional, Safety/Security) as delineated below:

CROWN VICTORIA STANDARD FEATURES

INTERIOR

Air conditioning – Manual with wide-open throttle cutoff
Audio – AM/FM stereo
Floor covering – Heavy-duty rubber
Fuse panel – Labeled for easy access on instrument panel
Glove compartment – Illuminated, lockable
Instrument cluster – With analog gauges
Integral front-door map pockets
Interior trunk release – Powered release on center of instrument panel
Light bar connector – 40-amp battery circuit behind right-front cowl panel
Lights – Overhead dome, front map and trunk
Mirror – Day/night, inside rearview
Rear-access power point – Provides 100 amps of current for trunk-mounted equipment
Scuff plates – Color-keyed, front and rear
Seat – Rear vinyl bench; excludes center armrest
Seats – Front cloth buckets with power lumbar driver's seat and manual recline
Speedometer – Electronically certified calibration: 0–140 mph (225 kph) in 2-mph (3-kph) increments
Windows – Power with one-touch-down driver's-side feature

EXTERIOR

Glass – Solar-tinted
Hub caps – Snap-on steel
Mirrors – Black, power sideview foldaway
Paint – Clearcoat
Radio antenna – Integral in rear window
Spare tire – Conventional (full-size)
Tires – P235/55R17 speed-rated
Wheels – 17" x 7.5" heavy-duty steel rims

POWERTRAIN/FUNCTIONAL

Alternator – High-output, 200-amp maximum; 132-amp at idle (80°F/26.6°C)
Automatic 4-speed transmission
Axle ratio – 3.27 (speed-limited to 129 mph/207 kph) or 3.55 limited-slip (speed-limited to 119 mph/191 kph)
Battery – Maintenance-free, 78-amp-hr. (750 CCA)
Brakes – Power with Anti-lock Brake System (ABS)
Coolant recovery system
Decklid – Low-liftover design with battery-powered release on center of instrument panel
Defroster – Rear-window
Driveshaft – Aluminum
Drivetrain – Rear-wheel drive (RWD)
Engine – 4.6L overhead cam, SEFI V8 with 250 hp and 297 lb.-ft. of torque
Engine-idle meter
Engine oil cooler
Exhaust system – Dual stainless steel
Fail-safe engine cooling system
Frame – Heavy-duty hydroformed body-on-frame construction
Fuel tank – 19-gallon (71.9-liter) capacity
Ignition system – Coil-on-plug distributorless electronic
Parking brake – Manual release
Shock absorbers – Heavy-duty monotube, nitrogen gas-pressurized
Stabilizer bars – Front and rear
Steering – Speed-sensitive, variable-assist power rack-and-pinion with power steering oil cooler
Suspension – Heavy-duty front: Short- and Long-Arm; Rear: Watt's linkage
Transmission oil cooler – Oil-to-air
Upper ball joints – Low-friction, non-greaseable

SAFETY/SECURITY

Airbags* – Dual-stage driver and front-passenger
Battery saver – Turns off lights after 30 minutes
Personal Safety System[®] – Side-intrusion door beams

Required Optional Features:

Ford Code: 952	Two Tone Black&White Clearcoat Exterior Paint (Black Car, w/white Roof and Doors – Paint Treatment #1).
Ford Code: HN	Cloth Bucket Seats and Cloth Rear Seats (Color: Charcoal)
Ford Code: 21A	Power Driver Seat
Ford Code: 51Y	Driver Side and Passenger Side Spot Lights (dual)
Ford Code: 478	Courtesy Lights Inoperable w/ Door
Ford Code: 67R	Rear Door Locks, Handle Inoperable.
Ford Code: 61-H	Trunk Release Ignition Power on Door
Ford Code: 53M	Radio Suppression Straps
Ford Code: 59M	Side Impact Airbags
Ford Code: 438	Fleet Keyed alike (code provided upon bid award)
Ford Code: 172	Grill Wiring
Ford Code: 96A	Front Door Molding Installed
Ford Code: 157	Power Locks
Ford Code: Unknown	Power lock disconnect when the engine is running
Ford Code: 153	License Plate Bracket
Ford Code: 582	AM/FM/Single CD

3 year/100,000 mile Powertrain Extended Warranty with \$50.00 deductible

Please include a list of all cruiser features in your bid.

CITY OF PORTSMOUTH
FINANCE DEPARTMENT
PORTSMOUTH, NEW HAMPSHIRE

BID PROPOSAL FORM

Item # 1 2011 Ford Crown Victoria Police Interceptor

Price per - Cruiser:

In Figures \$ _____ Price in Words \$ _____

Total delivery charge:

In Figures \$ _____ Price in Words \$ _____

Warranty: 3 year/100,000 Powertrain Care Extended Warranty with \$50.00 deductible

In Figures \$ _____ Price in Words \$ _____

Total per Cruiser/Delivery/Warranty:

In Figures \$ _____ Price in Words \$ _____

Grand Total Bid (Total per Cruiser/Delivery/Warranty x 3 vehicles)

In Figures \$ _____ Price in Words \$ _____

DELIVERY NEW VEHICLES: Bidder must state approximate number of days from award that delivery will be made. Not to exceed 80 days. Bidder must deliver cruisers to the Portsmouth Police Department, 3 Junkins Avenue, Portsmouth, New Hampshire. Bidder must pre-schedule the delivery date for the new vehicles with the Police Department fleet manager.

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 and bid price shall be firm for at least 45 days.

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.

Submitted by Authorized Agent:

(Print Name & Title)

Signature: _____

Date: _____

Company: _____

Address: _____

City/State/Zip: _____

E-mail address: _____

Telephone: _____

Fax: _____