

City of Portsmouth
Portsmouth, New Hampshire
Fire Department

INVITATION TO BID

Sealed bid proposals, **plainly marked** "FIRE DEPARTMENT 2024 Chevrolet Tahoe" Bid Number 01-25" **on the outside of the envelope**, addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, 3rd Floor, Portsmouth, New Hampshire, 03801, will be accepted until August 8, 2024 at 2:00 p.m. at which time all bids will be publicly opened and read aloud.

Scope: The Portsmouth Fire Department is seeking to purchase one (1) new 2024 Chevrolet TAHOE

Specifications for the new vehicles proposal forms may be obtained on-line at <http://www.cityofportsmouth.com/finance/purchasing.htm>. Questions may be directed to the Purchasing Coordinator by emailing purchasing@cityofportsmouth.com by August 1, 2024, at 4:30 p.m.

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 by August 5, 2024 at 4:30 p.m. 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.

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 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 or 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

**FIRE DEPARTMENT
BID LIST**

2024 Chevrolet Tahoe

Make/Model: 2024 Chevrolet Tahoe

Quantity: **One (1)**

Include the following Vehicle Requirements: 4WD

Standard Features:

All Standard equipment.

Clarification of Standard Equipment

Additional

Vehicle color – all WHITE.

Please include a complete list of all features in your bid (standard and optional).

1 LS-LS Preferred Equipment Group
A2X-Power Seat Adjuster (Driver's Side)
A50-Seats: Front, Bucket, Full Feature
ARN-Seat, 3rd row 60/40 Bench, manual
AT6-Seat, 2nd row 60/40 Bench, manual
A TH-Keyless Open & Keyless Start
AYO-RESTRAINT SYSTEM SEAT, INFLATABLE,
DRIVER & PASS FRT, FRT SEAT SIDE FRT
INBOARD SEAT SIDE, ROOF SIDE
B30-Floor Covering: Carpet, Color Keyed
B58-Floor Mats, color-keyed, carpeted 1st and 2nd row
BTV-Remote Engine Starting Pkg

BVE-Assist Steps, Black
 C6H-GVW Rating 7500 Lbs
 CJ2-Climate Control, Electronic - Multi-zone
 D07-Center Floor Console, fixed '
 DLF-Mirrors, O/S: Power, Heated
 GAZ-Summit White
 GUS-Rear Axle: 3.23 Ratio
 H0U-1WT/1 L T/1 SP/2L T/1 FU1 LS-Cloth, Jet Black, Interior Trim
 OR-Chevrolet Infotainment, 7" Color Screen
 K34-Cruise Control
 KC4-Cooler, Engine Oil
 K14-120 Volt Electrical Receptacle, In Cab
 KNP-Transmission Cooling System
 KW5-Alternator, 220 AMP
 L84-Engine: 5.3L, EcoTec3 V-8, DI, Dynamic Fuel Mgt, VV T
 MHS-10-Speed Automatic
 N37-Steering Column, Manual Tilt & Telescoping
 NE1-CT/MA/MD/ME/NJ/NY/OR/PA/RI/VT/WA Emissions
 PRF-3 Years of Onstar Remote Access
 RD4-Wheels: 20" Painted Aluminum w/machine face
 T8Z-Buckle-To-Drive
 TB4-Liftgate, Rear, manual
 TQ5-Headlamps, Intellibeam
 U2K-SiriusXM Satellite Radio (subscription)
 UD5-Parking Assist, Front & Rear Sensors
 UE1-OnStar Communication System
 UE4-Following Distance Indicator
 UEU-Sensor, Forward Collision Alert
 UHX-Lane Keep Assist/Departure Warning
 UHY-Automatic Emergency Braking
 UK3-Radio Controls -Steering Wheel
 UKJ-Sensor, Front Pedestrian Braking
 UT J-Theft Protection System, Unauthorized Entry
 UVB-Rear Vision Camera, HD
 V55-Luggage Rack, side rails, chrome
 VK3-Front License Plate Mounting Provisions
 XCI-Tires, 20in P275/60R20, All-Season, Blackwall
 282-Trailer Package
 ZW7-Suspension Package, Premium Smooth Ride

CITY OF PORTSMOUTH
FINANCE DEPARTMENT
PORTSMOUTH, NEW HAMPSHIRE

BID PROPOSAL FORM

Item # 1 2024 Chevrolet Tahoe

Price per Vehicle:

In Figures \$ _____ Price in Words \$ _____

Price per - Warranty: 3 year/36,000 limited bumper to bumper warranty, corrosion limited warranty,
5 year/60,000 mile powertrain/drivetrain limited warranty:

In Figures \$ _____ Price in Words \$ _____

Grand Total Bid: Upon which the award will be made

Total per Vehicle/Warranty

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 30 days. Bidder must deliver vehicle to the Portsmouth Fire Station #2, 3014 Lafayette Road, Portsmouth, New Hampshire. Bidder must pre-schedule the delivery date for the new vehicles with the Fire Department office manager.

Approximate Number of Days for Delivery: _____

The undersigned agrees 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.

Bidder agrees that, if successful, it shall complete and provide to the City the Vendor Certification attached hereto as Exhibit A prior to delivery of the vehicle.

Submitted by Authorized Agent:

(Print Name & Title)

Signature: _____

Date: _____

Company: _____

Address: _____

City/State/Zip: _____

E-mail address: _____

Telephone: _____

Fax: _____