

TOWN OF TRUMBULL, CONNECTICUT
REQUEST FOR QUOTATION (RFQ)
2017 FORD UTILITY POLICE INTERCEPTOR VEHICLES
POLICE DEPARTMENT

BID NUMBER 6205

DUE: September 1, 2016 @ 2:00 PM

GENERAL INSTRUCTIONS TO BIDDERS

The Town of Trumbull, Connecticut (hereinafter referred to as Town), through the Office of the Purchasing Agent, will accept sealed bids for **FOUR (4) 2017 FORD UTILITY POLICE INTERCEPTOR VEHICLES**, as detailed in the attached specifications.

1. **PREPARATION OF PROPOSALS**

Bids shall be submitted by using the enclosed BID PROPOSAL FORM that accompanies this request. Submit one (1) ORIGINAL and one (1) EXACT COPY. Bidders should submit bids in a clear, concise and legible manner to permit proper evaluation of responsive bids.

Bidders may also submit, under separate cover with their proposal, any samples of reports and documents that are necessary to meet the requirements (deliverables) of this request should a purchase order be awarded

2. **BID SUBMISSION**

Bids are to be submitted in DUPLICATE and sealed in a sealed envelope and addressed as follows:

Bid 6205 - Due: September 1, 2016

Purchasing Agent - Kevin J Bova

Town of Trumbull

5866 Main Street

Trumbull, CT 06611

Please be advised that the person signing the formal proposal must be authorized by your organization to contractually bind your firm with regard to prices and related contractual obligations for the delivery period requested.

3. **BID TIME**

- a) Bids shall be received at the office of the Purchasing Agent, Town Hall, prior to the advertised hour of opening, at which time all proposals will be publicly opened and read aloud.
- b) A bidder may withdraw a proposal at any time prior to the above scheduled date and time. **Any bid received after the above scheduled date and time shall not be considered or opened.**

4. **TOWN OPTIONS**

- a) The Town of Trumbull reserves the right to reject any and all bids and does not bind itself to accept the lowest bid or any proposal. The Town reserves the right to ask for new bids in whole or in part, or to reject any or all bids, or any part thereof, and to waive any requirements, irregularities, technical defects or service therein when it is deemed to be in the best interest of the Town.
- b) If a bid proposal does not meet or better the required specifications, requirements, and scope of work requested on all points that must be outlined in a letter attached to the bid proposal otherwise it will be presumed that the bid as proposed is in accordance with the required specifications.
- c) The requirements and specifications of this request call for a specific commodity being purchased and do not permit any substitutions.
- d) If your product does not meet or better the required specifications on all points that must be outlined in a letter otherwise it will be presumed that a proposal is in accordance with the required specifications.
- e) In addition to consideration of a favorable bid, the Purchasing Department may give consideration to the most favorable delivery date and past experience.

5. **TAXES**

All purchases made by the Town, and associated with the award of this requirement shall be tax exempt. Any taxes must not be included in bid prices. A Town Tax Exemption Certificate shall be furnished upon request.

6. **INQUIRIES**

All inquiries regarding this request shall be answered up to the close of business on **August 25, 2016**, after which time no additional questions will be accepted. To ensure consistent interpretation of certain items, answers to questions the Town deems to be in the interest of all bidders will be made available in writing or by Fax as appropriate to all bidders. Inquiries of a technical nature may be directed to the Deputy Chief **Thomas Savarese**, tsavarese@trumbull-ct.gov (203.261.3665 x294), all others may be directed to Kevin Bova, Purchasing Agent (203.452.5042) kbova@trumbull-ct.gov

The Town reserves the right to communicate with any or all of the bidders to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any bidder at any time after proposals are opened.

7. **AWARD AND AUTHORITY**

The Town will issue notification of award and a Standard contract along with a Purchase Order.

8. **PRICING**

- a) All prices quoted are to be firm for a period of one (1) year following bid opening.
- b) Special Consideration will be given to responses with extended firm price dates. The Town is always interested in any and all cost reduction opportunities.

9. **ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS**

Any assignment or subcontracting by a bidder, vendor, or contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with a Town procurement shall not be permitted without the express written consent of the Town of Trumbull.

10. **HOLD HARMLESS CLAUSE**

Bidder agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under an agreement with the Town, whether or not due in whole or in part of any act, omission or negligence of the Town or any of his representatives or employees.

11. **WORK REGULATIONS AND STANDARDS**

All work activities performed in association with this request must be performed and completed for the Town in accordance with current Federal State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations.

12. **CONFLICT OF INTEREST**

Public officials shall be prohibited from receiving any town work procured through a public Bid or bid waived process so as to avoid any appearance of impropriety or conflict of interest; And; Public officials cannot circumvent the intent of this ordinance by receiving town work Through a bid waiver, as proscribed by the Trumbull Town Charter.

13. **EQUAL ITEMS**

Equal items must be approved by the Town, and the Town reserves the right to reject any proposal offering equipment and/or materials, which, in its opinion does not meet the standard of quality established by the attached specifications. Any such decision will be considered final and not subject to further recourse.

14. **CERTIFICATE OF ORIGIN AND BROCHURES**

Successful bidder shall provide the Certificate(s) of Origin to the Town at the time of delivery. The price quoted shall not include any cost for plates nor certificate of title.

15. **DELIVERY AND F.O.B.**

The quoted price must be F.O.B. Trumbull, Connecticut as designated on the purchase order. All prices shall be quoted as **DELIVERED PRICES**. The terms of the sale must be stated.

The successful bidder shall advise the Trumbull police deputy chief **Thomas Savarese**, tsavarese@trumbull-ct.gov (203.261.3665 x294) as to the delivery date and time to arrange for acceptance and inspection of vehicles by the Town.

In addition to the delivery of the vehicles and the satisfactory acceptance thereof, it is also the responsibility of the successful bidder to furnish the Town with the following documents:

- Original Certificate of Origin (at the time of delivery)
- Odometer Reading Certificate
- Warranty
- Tax Exemption Certificate

The Town will not be obligated for payment until all of the above requirements are met and the Purchasing Department has received all necessary documents.

16. INVOICES

Invoices shall be submitted in duplicate to
Town of Trumbull
Trumbull Police Department
158 Edison road
Trumbull, CT 06611

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VEHICLE SPECIFICATIONS

These Specifications Must Be Returned in Duplicate with Bid

In the preparation of this bid, the bidder must provide throughout the detailed specifications. As the expert in the equipment bid, the bidder will be responsible to point out all exceptions between his proposed equipment and the published specifications. Comments to the effect of "SEE LITERATURE" or "SEE BROCHURE" will not be an acceptable response and may result in bid being eliminated as informal. If more space is necessary, use the reverse side.

Equipment presented for delivery to the Town, contrary to the specifications as submitted at the bid opening, shall be rejected.

FOUR (4) 2017 FORD UTILITY POLICE INTERCEPTOR VEHICLES

All vehicles must be designed specifically for police work, and must be equipped with the standard equipment that comes with Ford Utility Police Interceptor police equipment throughout, except where otherwise noted. All equipment shall be factory installed and factory painted, and shall include the following police package specifications:

Four (4) - 2017 Ford Utility Police Interceptor vehicles

Ford Description/Options for each vehicle:

2017 Ford Utility Police Interceptor (AWD, Base (K8A))
G1 Absolute Black
549 Heated mirrors
51T Driver only LED spot lamp
53M Sync Basic Voice-Activated
60R Noise suppression bonds
86P Front Headlamp (pre-drilled/pre-molded)/Police Interceptor housing
76R Reverse Sensing
87R Display rear camera in rear view mirror
17T Dome light
43D Dark car feature
18W Rear power delete
68G Rear door handle inoperable
153 Front license plate bracket
59C Fleet Key- 1294X
Extra Care 5-year/100k extra care warranty (\$200 deductible)

EXCEPTIONS: (to any item in OPTIONS) – attach additional pages as necessary

WARRANTY:

Extra Care 5-year/100k extra care warranty (\$200 deductible)

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BID PROPOSAL FORM

The undersigned hereby submits the following prices for Police Vehicles. The following bid meets all the specifications and conditions stated in this Request for Quotation and pricing shall be firm fixed and remains in effect for ninety (90) days.

Detailed specifications and literature accompanies this response are attached.

Four (4) 2017 – Ford Utility Police Interceptors Vehicles

Standard options \$ _____/each

With the Options in the Specifications \$ _____/Total for 1 Vehicle)

TOTAL Four (4) VEHICLES with all options
\$ _____

Guaranteed Delivery _____ days after receipt of order (ARO)

Warranty (details attached): _____ Miles _____ Days
(not to include miles used in delivery of vehicle)

Above Price Shall Remain Firm for: _____ Days

Company Name

By (Signature)

Address

Print Name

Town/City - ZIP

Title

Date

Telephone/Fax

Email

Website

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REFERENCES

(To be submitted with proposal – attach additional pages as necessary)

List references for similar services provided for at least Four (4) clients in the past five (5) years (attach any other client references if desired). **PLEASE NOTE IT IS THE TOWN'S INTENT TO COMMUNICATE WITH THE REFERENCES LISTED HEREIN.**

CLIENT 1:

Organization Name: _____
Contact Name: _____ Phone: _____
Service Dates: _____
Project(s): _____

CLIENT 2:

Organization Name: _____
Contact Name: _____ Phone: _____
Service Dates: _____
Project(s): _____

CLIENT 3:

Organization Name: _____
Contact Name: _____ Phone: _____
Service Dates: _____
Project(s): _____

CLIENT 4:

Organization Name: _____
Contact Name: _____ Phone: _____
Service Dates: _____
Project(s): _____