

The following Request for Quotation is a Sealed Bid and is due by Bid Opening: April 14, 2015 at 11:30 a.m.

All submitted **bid prices are to be valid through 6/30/2015**, in case the purchase approval and/or issuance of purchase orders is delayed due to funding reasons.

Bidder is required to complete bid form including: Vendor Name, Payment Terms, F.O.B. (Quote delivered price F.O.B. Oak Ridge or notate ESTIMATED freight charges), Delivery Date (delivery dates may be a factor in the award process), Ship Via and Signature.

Any additions, deletions, or variations from the attached specifications must be noted. If quoting an Equal or Substitute, provide complete product description and specifications, including manufacturer, model number, etc. and provide necessary back-up literature if applicable.

The City of Oak Ridge reserves the right to reject all or any part of any quotation submitted.

Bid Submittal Instructions

Each bid must be submitted in a sealed envelope, show request number and bid date on front of the envelope and marked and addressed as follows:

From: Bidder's Name
Bidder's Address

To: In Person or By Overnight Delivery

Attn: Lyn Majeski
Finance Department
City of Oak Ridge
100 Woodbury Lane
Oak Ridge, TN 37830

Regular Mail

Attn: Lyn Majeski
Finance Department
City of Oak Ridge
P.O. Box 1
Oak Ridge, TN 37831-0001

If the bid is submitted by mail rather than hand-delivery, the sealed envelope containing the bid must be enclosed in another envelope addressed as stated above. Bids submitted by mail should indicate on the outside envelope, lower left corner, the following: "Sealed bid for PW Equipment RFQ # _____ to be opened April 14, 2015 at 11:30 a.m., local time" to ensure it is delivered to the appropriate person at the City in a timely fashion. Late bids are not accepted and will not be opened.

Vendor Name: _____
Payment Terms: _____
F.O.B.: _____
Delivery Date: _____
Ship Via: _____
Signature: _____

SHIP City of Oak Ridge - Materials Management
TO 100 Woodbury Lane / P.O. Box 1
Oak Ridge, TN 37830
(865) 425-1819 FAX (865) 482-8475
Lyn Majeski lmajeski@oakridgetn.gov

Ordered - 03/12/15 Freight - Default - Handling Code
Requested - 04/14/15 Taken By -
Delivery - Deliveries are accepted 8 a.m. TO 3 p.m.

Description / Supplier Item	UM	Unit Cost	Extension
MINI EXCAVATOR PER THE SPECIFICATIONS BELOW	1	EA	EA

CAT 305E2 MINI EXCAVATOR OR APPROVED EQUAL EQUIPPED WITH:

- CAB WITH AC
- LONG STICK
- AUXILIARY HYDRAULICS ON STICK
- RADIO
- RUBBER TRACKS
- STRAIGHT BLADE
- QUICK COUPLER LINES
- 12 MONTH COMPLETE WARRANTY
- 24" HD BUCKET
- HYDRAULIC THUMB
- MANUAL COUPLER

COR INFORMATION ONLY: ADDITION TO FLEET

Total Order
