

The following Request for Quotation is a Sealed Bid and is due by Bid Opening: May 12, 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:	<u>In Person or By Overnight Delivery</u>	<u>Regular Mail</u>
	Attn: Lyn Majeski Finance Department City of Oak Ridge 100 Woodbury Lane Oak Ridge, TN 37830	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 May 12, 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 - 04/21/15 Freight - Default - Handling Code
 Requested - 05/12/15 Taken By -
 Delivery -

Description / Supplier Item	UM	Unit Cost	Extension
NEW 4WD UTILITY VEHICLE	1	EA	EA
NEW 4WD HYBRID UTILITY VEHICLE	1	EA	EA

**
 NOTE: ONLY ONE VEHICLE WILL BE PURCHASED

 ACCEPTABLE MODELS INCLUDE - JEEP GRAND CHEROKEE LAREDO,
 TOYOTA HYLANDER, CHEVROLET EQUINOX OR APPROVED EQUAL

 MINIMUM SPECIFICATIONS:
 WHITE EXTERIOR COLOR
 TILT WHEEL
 CRUISE CONTROL
 AIR CONDITIONING
 POWER WINDOWS AND DOOR LOCKS
 INTERMITTANT WIPERS
 6-POSITION DRIVER'S SEAT
 4 DOOR

 COR INFORMATION ONLY: ADDITION TO FLEET FOR STORMWATER
 ACTIVITY

 Total Order
