

# CITY OF MOBILE

## BID SHEET

### Mailing Address:

P. O. Box 1948  
Mobile, Alabama 36633  
(251) 208-7434

### Purchasing Department and Package Delivery:

Government Plaza  
4<sup>th</sup> Floor, Room S-408  
205 Government St  
Mobile, Alabama 36644

This is Not an Order

**READ TERMS AND CONDITIONS  
ON REVERSE SIDE OF THIS PAGE  
BEFORE BIDDING**

Typed by: mns Buyer: 002

**Please quote the lowest price at which you will furnish the articles listed below**

DATE <b>08/20/2019</b>	BID NO. <b>5335</b>	DEPARTMENT <b>GARAGE</b>	Commodities to be delivered F.O.B. Mobile to: <b>745 Broad Street</b>
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**This bid must be received and stamped by the Purchasing office not later than: 11:00 AM, Tuesday, September 10, 2019**

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p><b>CANCELS AND REPLACES CITY OF MOBILE BID #5312</b></p> <p><b>Appx. 3-25</b> 2020 Year or Newer Model 4 Door Front Wheel Drive Sports Utility Vehicles, 105.9 minimum wheel base with equipment options including four (4) corner LED strobe lights as per the attached <b>MINIMUM</b> specifications: Ford Escape or Equal.</p> <p>Make _____ Model _____</p> <p>Furnish Literature and Specifications.</p> <p><b>Appx. 1-15</b> Same vehicle and specifications as above and specified EXCEPT NO four (4) corner LED strobe lights.</p> <p>Make _____ Model _____</p> <p>Include Certificate of Title in your Bid price.</p> <p><b>OPTIONAL SERVICE CONTRACT:</b> Vehicle shall have a five (5) year service contract that will include all normal items and services recommended by the manufacturer for five (5) years or 60,000 miles, as per the manufacturer's manual.</p>					
			<b>TOTAL</b>			

**RETURN ONE SIGNED COPY OF THIS BID  
IN ENCLOSED ENVELOPE**

State delivery time within \_\_\_\_\_ days of receipt of P.O.

Firm Name \_\_\_\_\_

Typed Signature \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods  
and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to reject any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED.
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or [cityofmobile.org/taxes.php](http://cityofmobile.org/taxes.php).
15. If a bid bond is required in the published specifications, see below:  
Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution. All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See [www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx](http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx). Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable, prior to issuance of a Purchase Order.

# BID CONTINUATION SHEET

Page \_\_\_\_\_ of \_\_\_\_\_

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p align="center">Page 2 of 3</p> <p>All pricing to be delivered pricing FOB Mobile. Vendor shall deliver to City of Mobile Motor Pool. City will not pick up vehicle, all <b>must</b> be delivered.</p> <p>Business License Required (See Instruction #14).</p> <p>Upon award the City of Mobile will purchase one (1) Sports Utility Vehicle and may buy up to twenty-four (24) additional units during the model year.</p> <p>All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at <a href="http://immigration.alabama.gov/">http://immigration.alabama.gov/</a></p> <p>If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order.</p> <p>Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See: <a href="http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx">www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx</a>. Please note that the time between application for the issuance of a Certificate of Authority may be several weeks.</p> <p>Upon notification, vendor will have 10 business days to provide the Certificate of Authority and the E-Verify numbers to the Purchasing Department before award can be completed. (Vendors will possibly need to pay the expedite fee to meet this requirement because application is not sufficient. We must have a copy of the certificate with your Company ID number).</p> <p>Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State, nor the E-Verify for certification to submit a bid, but will need to obtain the Business License and Certificate of Authority verification and/or provide the E-Verify Certification, if applicable, prior to issuance of a Purchase Order.</p> <p>Any questions or problems contact the City of Mobile Purchasing Department at 251-208-7434 or <a href="mailto:purchasing@cityofmobile.org">purchasing@cityofmobile.org</a>.</p>					
			TOTAL			

Bid on this form ONLY. Make no changes on this form. Additional information to be submitted on separate sheet and attached hereto.

RETURN ONE SIGNED COPY OF THIS QUOTATION  
IN ENCLOSED ENVELOPE

READ ABOVE INSTRUCTIONS BEFORE QUOTING

Firm Name \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.

BID CONTINUATION SHEET

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p>Page 3 of 3</p> <p>State of Alabama Local Vendor Preference Law 41-16-50 (a) and (d) will apply to this purchase.</p> <p>Pricing to be firm for the current model year. At the option of the City of Mobile and the successful vendor the award of the bid may be extended for two (2) additional model years.</p> <p><b>TO BE AWARDED ON A PER ITEM BASIS.</b></p> <p><b>OPTIONAL SERVICE CONTRACT:</b></p> <p>As per above specifications.</p> <p>Price _____</p>					
			TOTAL			

RETURN ONE SIGNED COPY OF THIS QUOTATION  
IN ENCLOSED ENVELOPE

READ ABOVE INSTRUCTIONS BEFORE QUOTING

Firm Name \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods  
and correct invoice of completed order.

## SPECIFICATIONS

1 -10 – 2019 or Newer Small Size Sport Utility Vehicle or equivalent as per the following **MINIMUM** specifications:

	Yes	No
1. Engine – 1.5 liter minimum to 2.5 liter maximum.	_____	_____
2. Fuel Type – Gasoline.	_____	_____
3. Wheelbase – 105.9” minimum to 106.5 maximum.	_____	_____
4. Drive Type – Front wheel drive.	_____	_____
5. Transmission – Automatic.	_____	_____
6. Color – White.	_____	_____
7. Dual Air Bags.	_____	_____
8. Heat and Air conditioning – Factory Installed.	_____	_____
9. Radio – AM/FM with CD Player/MP3 with 6 speakers- Factory Installed.	_____	_____
10. Mirrors – Sideview – Integrated blind spot mirror.	_____	_____
11. Cruise Control – Factory Installed.	_____	_____
12. Tilt Steering - Factory Installed.	_____	_____
13. Brakes – Anti-Lock Brakes.	_____	_____
14. Wheels – No Hub Caps.	_____	_____
15. Keys – Four (4) sets of keys fully functional with electronics furnished with each vehicle.	_____	_____
16. Power Windows.	_____	_____
17. Power Door Locks.	_____	_____
18. Floor Mats – All-weather floor mats (set of 4).	_____	_____
19. Camera – Rear back up camera.	_____	_____
20. Four (4) Corner Strobe Lights White.	_____	_____



## **PROCUREMENT DEPARTMENT**

Potential bidders are responsible to check this site for any **ADDENDUMS** that are issued. It is the responsibility of the **BIDDER** to check for, download, and include with their **BID RESPONSE** any and all **ADDENDUMS** that are issued for a specific **BID** published by the City of Mobile. Failure to download and include **ADDENDUMS** in your **BID RESPONSE** may cause your bid to be rejected.

This is a sealed bid. Any responses faxed or e-mailed will be rejected.

This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.

Any response that arrives improperly marked or with no bid number and opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.

It is the responsibility of the bidder to insure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.

Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.

Be sure to sign your bid!

**Package/Bid Delivery Address:**  
**Purchasing Department**  
**205 Government St. Room S408**  
**Mobile, AL 36644**

**(Request First Delivery)**