

CITY OF MOBILE

BID SHEET

This is Not an Order

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

**Purchasing Department
 and Package Delivery:**
 Government Plaza
 4th Floor, Room S-408
 205 Government St
 Mobile, Alabama 36644

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

Typed by: en Buyer: 002

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

DATE 07/20/2020	BID NO. 5451	DEPARTMENT Motor Pool	Commodities to be delivered F.O.B. Mobile to: TO BE SPECIFIED
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This bid must be received and stamped by the Purchasing office not later than: 11:00 AM, Friday, August 7, 2020

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
Appx 1-2	<p style="color: red; font-size: small;">Bid on this form ONLY. Make no changes on this form. Attach any additional information required to this form.</p> <p>2019 or NEWER 4000 LB CAPACITY INDOOR FORK LIFT</p> <p>2019 or Newer 4000 lb Capacity Indoor Forklift as per the following and <u>ATTACHED MINIMUM</u> Specifications.</p> <p>4000 lb Capacity, Maximum Lift Diesel Powered Only Tires Cushion Solid Rubber Non Marking Tires Fork shall be 48" in length Indoor Use 1 Year parts and labor warranty Vendor to provide training on use and care of Forklift</p> <p>Make: _____ Model: _____</p> <p>Year: _____ Height of Unit with Loaded Forklift: _____</p> <p>Lift Capacity: _____</p> <p>City reserves the right to inspect unit prior to delivery.</p> <p>Vendor shall deliver to location specified by the City of Mobile.</p> <p>Provide Literature and Specifications on product bid.</p>					
		TOTAL				

**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 Verify your bid before submission as it cannot be withdrawn or corrected after being opened.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.
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. 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

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p align="center">Page 2 of 2</p> <p>City of Mobile Business License Required – See Item 14 (on reverse side)</p> <p>All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at http://immigration.alabama.gov/</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: www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. 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>Vendor shall provide ALL Service and Parts Manuals for this Forklift for use by the City of Mobile.</p> <p>Be sure to sign and return this page including the terms and conditions on the reverse of Page 1.</p> <p>THE CITY OF MOBILE DOES NOT ACCEPT VENDOR'S TERMS AND CONDITIONS.</p> <p>State of Alabama Local Vendor Preference Law 41-16-50 (a) and (d) will apply to this purchase.</p> <p>If you have any questions please feel free to contact the Purchasing Department at 251-208-7434 or purchasing@cityofmobile.org.</p> <p>TO BE AWARDED ALL OR NONE</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 FOR FORKLIFT

One each forklift to meet the following minimum specifications:

Meet American National Standards Institute/Industrial Truck Standards Development Foundation, A.N.S.I./I.T.S.D.F. B56.1, U.L. approved

3.0L four-cylinder diesel engine, E.P.A. compliant

Solid pneumatic drive and steer tires

Single speed transmission

Aluminum core corrugated fin radiator, or equal

Separate brake and inching pedals

Heavy duty counterweight grill

Forklift reach 11 foot

Lifting capacity 4,000 pounds

Approved overhead guard

Display gauges in dash for fuel, engine temperature, miles/hours of operation, LCD/LED display

Electronic backup warning alarm

48-inch high load backrest

Rear stop/tail/back-up lights

Two forward facing work lights attached to overhead guard

Flashing strobe light when forklift is in use

Tilt cylinders

Adjustable 1.6 inch X 3.9 inch X 48 inch hook type pallet lift forks

Seat belt

Rubber floor mat

English language markings

English language operator's manual



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)