

CITY OF WESLACO

Request for Sealed Bids

The City of Weslaco hereby requests sealed bids for the purchase of the following:

~~One (1) 2006 or Newer Motor Home~~

Sealed bids addressed to Gloria Sepulveda, Purchasing Director, will be accepted at the Weslaco City Hall Purchasing Department, 255 S. Kansas, Weslaco, Texas 78596, until **3:00 p.m. on March 11, 2010**, at which time they will be opened and read aloud. **Please mark envelope, "Sealed Bid – One (1) 2006 or Newer Motor Home, Bid No.: 2009-10-08"**

Potential bidders are advised that the bidding documents can be downloaded from the City of Weslaco web page address: www.weslacotx.gov, and may also be secured at the Weslaco City Hall Purchasing Department, 255 S. Kansas, Weslaco, Texas 78596, or by calling 956/447-2240. Be advised that if your company is contemplating on submitting a bid for this project you must contact the Purchasing Department, so that any changes/additions via addendum form can be forwarded to your company. (Please include your company name, address, telephone and fax as well as contact person).

The City of Weslaco reserves the right to accept any and all bids and to waive any formalities in the bidding or to accept the bid to be the best and most advantageous to the City and to hold bids for a period of forty-five (45) days from the date of the bid opening without taking action for the purpose of reviewing the bids and investigation of respondents qualifications prior to bid award. Bids submitted past the aforementioned date and time will not be accepted.

City of Weslaco
/s/Gloria Sepulveda,
Purchasing Director

VENDOR'S NOTICE OF INTENT TO SUBMIT A BID

If you intend to submit a bid for **One (1) 2006 or Newer Motor Home** with the City of Weslaco as outlined in the specifications please indicate your intention by signing, dating, and returning this form to the address below prior to **March 3, 2010**, so that you may receive any addendums to the specifications should the need arise.

Gloria Sepulveda
Purchasing Director
City of Weslaco
Purchasing Dept.
255 S. Kansas
Weslaco, TX 78596
Phone: (956) 447-2240
Fax: (956) 969-8452

Name: _____ (Print)	Signature: _____
Title: _____	Company: _____
Mailing Address: _____	City/State/Zip: _____
Phone: _____	Fax: _____

Bid No. 2009-10-08

CITY OF WESLACO

One (1) 2006 or Newer Motor Home

INSTRUCTIONS TO BIDDERS

- ~~1. The City of Weslaco will receive bids for **One (1) 2006 or Newer Motor Home**. The motor home offered for consideration shall conform to the following specifications and be equipped with any additional equipment as specified.~~
- ~~2. There will be no trade-in motor home offered in consideration of this bid.~~
3. Bids shall be submitted in a sealed envelope upon the blank form attached hereto. Each bid must be completely filled out. Bids must be filed with the City of Weslaco before opening day and hour. No late bids will be accepted. They will be returned to respondent unopened (if properly identified). Failure to meet request for bid(s) requirements may be grounds to disqualification.
4. Any exceptions to these specifications must be stated in writing and attached to the Bid form, **NO EXCEPTIONS**. Each exception must refer to the corresponding paragraph of the Specifications, by paragraph number, with explanation and detailed description of the item or items the bidder wishes to substitute.
5. All parts not specifically mentioned which are necessary in order to furnish a complete motor home, shall be included whether or not specified.
6. The geographical location(s) of vendor's facilities referenced Parts and Service will be given due consideration in the evaluation and award of contract.
7. Where specific model numbers or manufacturer names are used in these specifications, the City may submit an equal replacement for consideration. All expectations and substitutions must be listed on a separate piece of paper in the Bid package and supporting documents or brochures must be provided for the equipment specified.
8. Bids **MUST** give full firm name and address of respondent, and be manually signed. Failure to do so will disqualify your bid. Person signing bid must show title or **AUTHORITY TO BIND HIS/HER FIRM IN A CONTRACT**. Firm name and authorized signature must appear on each page that calls for this information.
9. Bids **CANNOT** be altered or amended after opening time. Alterations made before opening time must be initialed by respondent guaranteeing authenticity. No bid may be withdrawn after opening time without acceptable reason in writing and only after approval by the City of Weslaco.
10. **STATE SALES TAX MUST NOT BE INCLUDED IN BID.** A tax-exempt form will be provided upon request.
11. No substitutions or cancellations permitted without written approval of City of Weslaco.

Instructions to Bidders (cont'd):

12. Number of days required to deliver the motor home after receiving order must be stated in your bid. Failure to do so state will obligate respondent to complete delivery within 30 days after award.
13. ~~When delay can be foreseen, vendor shall give prior notice to the City of Weslaco. Vendor must keep the City of Weslaco advised at all times of status of delivery. Default in promised delivery (without acceptable reasons) or failure to meet specifications, authorizes the City of Weslaco to purchase such MOTOR HOME elsewhere and charge increase in cost and handling to defaulting vendor.~~
14. Acceptable reasons for delay delivery are as follows: Acts of God, (floods, tornadoes, hurricanes, etc.), acts of government, (fire, strikes, war). Actions beyond the control of successful vendor.
15. Bid F.O.B. Weslaco Police Department, 901 N. Airport, Weslaco, Texas 78596. Bid in units of quantity specified-extend and show total. In the event of discrepancies in extension(s), unit price(s) will govern. Bids subject to unlimited price increase will not be considered.
16. The City may hold Bids for forty-five (45) days after reading of same without taking action. Respondents shall hold their Bid firm for the same period of time.
17. The vendor agrees to indemnify and save harmless the City, the Purchasing Director, and his/her assistants from all suits and actions of every nature and description brought against them or any of them, for or on account of the use if patented appliances, products or processes, and he/she shall pay all royalties and charges which are legal and equitable. Evidence of such payment or satisfaction shall be submitted upon request of the Purchasing Director, as a necessary requirement in connection with the final estimate for payment in which such patented appliance, products or processes are used.
18. Respondent shall carefully examine the Bid forms, requirement/ specifications, and instructions to respondents. Should the respondent find discrepancies in, or omissions from bid forms, specifications, or other documents, or should he/she be in doubt as to their meaning, he/she should at once notify the Purchasing Director (Weslaco City Hall, at 956/447-2240) and obtain clarification by addendum prior to submitting any bid.
19. The City of Weslaco will execute payment by mail within 30 days in strict accordance with the State of Texas Pay Law after MOTOR HOME has been received, and inspected, and found to meet City of Weslaco specification. No other method of payment will be considered.
20. The City of Weslaco reserves the right to reject any or all bids and to waive any or all formalities or technicalities or to accept the bid to be the best and most advantageous to the City and to hold bids for a period of forty-five (45) days without taking action. Bids submitted past the aforementioned date and time will not be accepted.

CITY OF WESLACO

**One (1) 2006 or Newer Motor Home
SPECIFICATIONS**

1. Must be equal to or better than a Forest River Corp Georgetown XL Class A Motor Home (Coach).

Comply

Yes **No**

2. Year 2006 or Newer with no more than 11,000 original miles.

Comply

Yes **No**

3. Minimum of 35 feet long.

Comply

Yes **No**

4. Two slide outs one in the rear, one in the salon/living area.

Comply

Yes **No**

5. Gasoline or Diesel Engine.

Comply

Yes **No**

6. Dual Air Conditioning units (min) 13.5 BTU each.

Comply

Yes **No**

7. TV/Satellite antenna.

Comply

Yes **No**

8. Rear Roof Ladder.

Comply

Yes **No**

9. Two Power Patio Awnings.

Comply

Yes **No**

Specifications cont'd.:

10. Generator up grade to maximum capability (7.5 to 10 KW) with remote start.

Comply

Yes No

11. Power Steering, Vehicle air conditioning system, fuel indicators, fresh water indicator, electric adjustable outside mirrors, access steps.

Comply

Yes No

12. Docking power system with cable to hook to electrical outlet.

Comply

Yes No

13. Vehicle warranty (Specify).

Comply

Yes No

Vendor will have the option to remove the following items from the vehicle and pass any savings along to the customer. Stove, Shower, Beds and furniture excluding television sets and radios, curtains.

CITY OF WESLACO

One (1) 2006 or Newer Motor Home
BID FORM

The _____ (bidder), having read the specifications, proposes to furnish the below noted motor home, for the full and firm price of within delivery time designated below, in full compliance with the specifications.

Complete Units: F.O.B. Weslaco Police Dept., 901 N. Airport, Weslaco, Texas 78596.

Respectfully submitted this _____ day of _____, 2010.

The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

Description	Make/Model	Unit Price	Total Price
One (1) 2006 or Newer Motor Home	_____	_____	_____
Grand Total: \$ _____			

Total Bid Amount in words (Dollars & Cents)

Delivery Date: _____

Company: _____

Address: _____

City/State/Zip: _____

Phone Number: _____

Fax Number: _____

Authorized Signature: _____

Title: _____

Please print above signature