



City of Danville, Virginia

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427 Patton Street, Rm 304
Danville VA, 24541

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INVITATION FOR BID

TITLE: **Utility Tractor**

BID NO: **IFB 19-20-019**

BID CLOSING DATE: Sealed Bids shall be accepted no later **than August 16, 2019 at 2:00 p. m.** at the Purchasing Department, 427 Patton Street, Room 304, Danville, VA 24541

DIRECT INQUIRIES TO: J. Gary Via, Director of Purchasing
(434) 799-6528 opt 4

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1.0 INFORMATION & CONDITIONS

1.1 INTENT:

Secure vendor to furnish a John Deere 507E utility tractor OR EQUAL for the City of Danville Parks and Recreation Department.

1.2 VEHICLE CODES:

Vehicle furnished under this bid proposal must be new, unused, current year production model, contain all items considered standard in accordance with manufacturer's specifications, meet all applicable OSHA, EPA, and all Motor Vehicle Safety Standards as established by the US Department of Transportation regarding the manufacture of vehicles.

1.3 DESCRIPTIVE MATERIALS

Your bid proposal package should include complete description and specifications of equipment you propose to furnish, including, but not limited to: descriptive literature, and any other pertinent information.

2.0 DELIVERY

2.1 Vehicle shall be delivered in complete running order and include all options, gauges, accessory equipment, proper colors, cleaned, winterized, etc.

2.2 DELIVERY SITE:

City of Danville
Public Works Garage Attn: Barry Doebert
998 South Boston Road
Danville, Virginia 24540

3.0 WARRANTY, SERVICE, ETC.

3.1 Bidder shall include manufacturer's stand warranty.

3.2 SERVICING: Bidder to indicate nearest service center(s) to the City for parts and service.

4.0 SPECIFICATIONS

UTILITY TRACTOR, 4 WD

This tractor is being purchased to operate an 8 ft. rotary cutter and will have a loader bucket attached. Any weights that need to be added to the front of the tractor is not to interfere with the bucket operation.

Model: John Deere 5075E or equal

Engine: 3-Cylinder diesel, min 70 hp

Hitch Style: 3-point hookup

Hydraulics: To have maximum number of front and rear control valves

Cab: Open cab w/ ROPS

Transmission: Hydrostatic

Front Bucket: 520 M (non-self-leveling) loader or equal with standard bucket

PTO: Minimum 50 PTO HP, Speed 540 rpm's

Tires: R-4 Tread

Please price individually the following options:

Option 1- Hydraulics and mounting (if it cannot be mounted on OEM loader frame) for front mounted broom

Option 2- Grapple bucket (John Deere style bale grapple bucket or equal)

5.0 SUPPLEMENTAL GENERAL CONDITIONS

Miscellaneous: Vehicles to be furnished shall conform to all applicable Federal and Motor Vehicle Safety standards and all equipment shall conform to Title 46.2, Chapter 10, of the Code of Virginia and shall include a valid State Inspection Sticker. To be standard proven model of manufacture's latest current production and include all standard equipment as advertised with additional optional equipment as above. All components, unless otherwise required by these specifications, shall be the standard or optional equipment specifically advertised and installed by the manufacturer. No dealer identifications such as sticker, decal, metal emblem and so forth will be accepted on automobiles furnished under this contract.

5.1 AWARD CRITERIA

a. The award will be made to the lowest responsible and responsive bidder whose proposal conforming to the invitation will be most advantageous to the City, price and other factors considered such as completion time, fiscal stability of the bidder, prior experience in the type of work called-for in the invitation, management resources, owned equipment, quality, operating and maintenance cost, service resale value, etc.

b. The City reserves the right to reject any or all offers and to waive informalities and minor irregularities in offers received.

c. The Commonwealth of Virginia vehicle contracts may be considered as bids.

5.2 AUTHORITY

a. The Director of Purchasing as the designee of the City Manager has the sole responsibility and authority for negotiating, placing, and when necessary modifying each and every invitation to bid, purchase order, or other award issued by the City of Danville. In the discharge of these responsibilities, the Director of Purchasing may be assisted by assigned buyers. No other City officer or employee is authorized to order supplies or services, enter into purchase negotiations, or in any way obligate the government of the City of Danville for an indebtedness. Any purchases contrary to these provisions and authorities shall be void and the City shall not be bound thereby.

b. This procurement process is governed by the "PROCUREMENT CODE OF THE CITY OF DANVILLE, VIRGINIA" and the City's "STANDARD REQUIREMENTS & INSTRUCTIONS FOR BIDDING". Copies of both may be obtained by writing the City of Danville Purchasing Department, 427 Patton Street, Room 304, Danville, VA 24541 and online at www.danvilleva.gov. The City of Danville does not discriminate against faith-based organizations.

5.3 BID PREPARATION

a. Bid proposals must be written in ink or typewritten and shall be submitted on the forms issued. Unsigned bids will not be accepted. No bid may be considered if received after the time shown on Title Page. Vendors are expected to examine all instructions, specifications, drawings, installations, etc. Failure to do so will be at the Vendor's risk. Erasures or other changes must be initialed by the person signing the bid.

b. Envelopes containing bids must be sealed and should be marked in the lower left hand corner IFB 19-20-019.

5.4 BIDDER ELIGIBILITY

Bids will only be accepted from manufacturers, authorized distributors or dealers, who are actively engaged in the sale, manufacture, or type of construction of the item(s) called for in the bid. No proposal will be accepted from or contract awarded to any person, firm, or corporation that is in arrears or is in default to the City upon any debt or contract, or that is a

defaulter, as surety or otherwise, upon any obligation to said City or had failed to perform faithfully any previous contract with the City

5.5 BIDS BINDING 60 DAYS

Unless otherwise specified all formal bids submitted shall be binding for sixty (60) calendar days following bid-opening date.

5.6 INTERPRETATION

If any person contemplating the submission of a bid on this invitation is in doubt as to the true meaning of any part of the plans, specifications, or other documents, he should submit a written request for an interpretation thereof to the Director of Purchasing. An interpretation of the bid invitation document will be made only by written addendum issued to each potential bidder. **THE CITY WILL NOT BE RESPONSIBLE FOR EXPLANATIONS OR INTERPRETATIONS OF BID INVITATION DOCUMENTS EXCEPT AS ISSUED IN ACCORDANCE HEREWITH.**

5.7 OBSERVANCE OF LAWS

The Contractor at all times shall observe and comply with all Federal, State, and City laws, bylaws, ordinances and regulations in any manner affecting the conduct of the work or applying to employees on the project, as well as all orders or decrees which have been promulgated or enacted, by any legal bodies or tribunals having authority or jurisdiction over the work, materials, employees, or contract.

5.8 PATENTS

The Contractor agrees to indemnify and save harmless the City, and all personnel from all suits and actions of every nature and description brought against them or any of them, for or on account of the use of patented appliances, products, or processes, and he shall pay all royalties and charges which are legal and equitable. Evidence of such payment or satisfaction shall be submitted upon request of the City as a necessary requirement in connection with the final execution of any contract in which such patented appliances, products, or processes are used.

5.9 PRICES

a. All prices are based on delivery to the destination designated in the invitation including packing charges. Machines, equipment and vehicles shall be fully assembled, serviced, and ready for use. Temporary tags and title requirements shall be provided by the Contractor at time of delivery. Construction and service prices shall include all labor, material, and tools to complete or perform the required work. Any discounts for payment (Invoicing Terms) should be entered on the proposal page and will be considered in the evaluation.

b. Unless lump sum is specifically requested, unit and extended prices should be given. Failure to do so may cause bid to be rejected. In all cases, the unit price shall govern.

5.10 SAFETY

All practices, materials, and equipment shall comply with the Federal Occupational Safety and Health Act, as well as any pertinent Federal, State and/or local Safety or Environmental Codes.

5.11 SPECIFICATIONS AND PRODUCT DESCRIPTION

When brand names, model numbers, trade names, catalog numbers, or cuts are listed, they are, unless otherwise specified, included for the purpose of furnishing bidders with information concerning the style, type or kind or article designed and a bidder may offer an article which he certifies to be equal in quality, performance, and other essential characteristics. Any available printed material or literature which describes the product being offered for sale shall be included with the bid. The City shall be the sole judge of suitability of substitutes offered. When a formal numbered specification is referred to in this invitation, no deviation will be permitted and the bidder will be required to furnish articles in conformity with that specification.

5.12 TAXES

The City is exempt from payment of State Sales and Use Tax on all tangible personal property purchased or leased for its use or consumption. Certificate of Exemption will be furnished upon request.

CITY OF DANVILLE, VIRGINIA
 IFB 19-20-019 BID PROPOSAL

In compliance with Invitation to Bid No 19-20-019 and subject to all conditions thereof and attached hereto, the undersigned offers and agrees if this bid be accepted for furnish any and all of the items or services for the sum of:

ITEM	COMMODITY	QTY	AMOUNT
1	John Deere 507E utility tractor OR EQUAL	1 each	\$ _____
	Make/Model	_____	
	Delivery A.R.O.:	_____	
2	Hydraulics and mounting (if it cannot be mounted on OEM loader frame) for front mounted broom	1 each	\$ _____
3	Grapple bucket (John Deere style bale grapple bucket or equal)	1 each	\$ _____

Early payment discount terms are _____ % _____ days. (If this blank is not filled in, it is understood to be Net 30 days.) Time allowed for cash discounts will be figured from date received of properly executed invoice forms or date of delivery, whichever is later.

My signature certifies that the accompanying bid is not the result of or affected by any act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud punishable under Title 18.2, Chapter 12, Article 1.1 of the Code of Virginia, 1950, as amended. Furthermore, I understand that fraudulent and collusive bidding is a crime under the Virginia Governmental Frauds Act, the Virginia Government Bid Rigging Act, and Virginia Antitrust Act, and Federal Law and can result in fines, prison sentences, and civil damage awards. I hereby certify that I am authorized to sign this bid for the BIDDER.

COMPANY NAME _____

ADDRESS _____

SIGNATURE _____ DATE _____

SIGNATURE (Printed) _____

TITLE _____

Email: _____

PHONE _____ FAX NO _____