Administrative Instructions:

The Niverville Fire Department (NFD) is a not for profit public corporation under state and federal law requesting formal competitive sealed bids through the Invitation for Bid process to purchase one new specially equipped Ford F350 MGVW 10,000 pounds crew cab Pickup Truck for the NFD. Bids will be publicly received and read aloud on Monday evening, May 2, 2016 at 6:00 P.M. at its main firehouse located at: 888 Main Street (Rte 28) in Niverville NY 12130. The bids will be opened in a Board of Directors meeting.

Proposals must be submitted prior to 6:00 P.M. on the above date. Late proposals shall not be accepted.

The NFD reserves the right to accept or reject any or all bids, to waive irregularities and/or informalities and to disregard all non-conforming, non-responsive, unbalanced or conditional bids.

The NFD complies with all Equal Opportunity requirements. All qualified bidders will receive consideration without regard to race, creed, color, national origin, sex, marital status, religion, ancestry, mental or physical handicap or age.

Bidders:

1) Bidders shall thoroughly read the project requirements and specifications, and shall all documents and descriptions that may be incorporated into the request for proposals/bids.
2) Bidders shall make all investigations necessary to thoroughly inform themselves regarding the truck and accessories, and issues about delivery of services, materials and equipment as required by the Bid conditions. No plea of ignorance by the Bidder of conditions that exist, or may hereafter exist as a result of failure to fulfill the requirements of the contract documents, will be accepted as the basis for varying the requirements of the NFD or the compensation to the Bidder.
3) Bidders are advised that all NFD contracts are subject to all legal requirements contained in State and Federal Statutes governing purchasing activities.
4) Bidders are required to state the exact intentions of their offer to the NFD via this RFP/Bid and must indicate any variances to the terms, conditions, and specifications of this RFP, no matter how slight. If variations are not stated in the Bidder's Offer, it shall be construed that the Bidder's Offer fully complies with all conditions identified in this Bid/RFP.
5) Bidders will neither include Federal, State nor Local excise or sales taxes in bid prices, as the NFD is exempt from payment of such taxes. An exemption certificate will be provided, where applicable, upon request.

Bid Preparation:

1) The RFP/Bid must be typed or legibly printed in ink (provided as the last page of this RFP/Bid). The use of erasable ink is not permitted. All corrections made by the Bidder must be initialed in ink by the Bidder or its lawful agent.
2) RFP/Bid Proposals must contain a manual signature of an authorized agent.
3) If the Bidder or its lawful agent fails to sign the Bid Proposal Form, its Bid may be considered non-responsive and ineligible for award.
4) If the Bidder fails to supply any required information or documents, the NFD in its sole discretion, may consider the Proposal non-responsive.
5) The accuracy of the Bid is the sole responsibility of the Bidder. No changes in the Proposal shall be allowed after the submission deadline, except when the Bidder can show clear and

convincing evidence that an unintentional factual mistake was made, including the nature of the mistake and the price actually intended.

6) The Bid/RFP shall be enclosed in a sealed envelope and addressed to the NFD and the envelope shall clearly identify the following in bold type: "NFD TRUCK BID 2016" in the upper half of the envelope near the return address portion of the envelope.
7) The Bidder shall also include its name and address on the outside of the envelope.
8) Offers in response to this RFP/Bid will not be accepted by facsimile transmission. Only signed written offers will be considered responsive, and eligible for possible award.
9) Bidders who qualify their Proposals by including alternate contractual provisions should be aware that the NFD may not negotiate the terms of its contracts, and will ordinarily declare such Bid Proposals non-responsive. However, those proposals or those bidders unable to provide any of the equipment requested may bid understanding we will examine their offer looking for the best value for the department.
10) Proposals may not be modified or withdrawn after the due date and time set for the Bid opening for a period of ninety (90) calendar days. If a Bid Proposal is modified or withdrawn by the Bidder during this ninety (90) day period, the NFD may, at its option, place the Bidder on suspension and may not accept any further Bid Proposals from the Bidder for a period set by the NFD Board of Directors, and not less than one (1) year.

Evaluation:

1) Offers shall be evaluated based upon their responses to the requests for proposal in this Bid/RFP, and based upon whether and to what degree they comply with descriptions of the truck and options desired herein.
2) The NFD may, in its sole and absolute discretion: a) Reject any and all, or parts of any or all, Bid Proposals submitted by prospective Bidders; b) Re-advertise this Solicitation; c) Postpone or cancel the Bid process for this Solicitation; d) Waive any irregularities or technicalities in proposals received in conjunction with this Solicitation; e) Determine the criteria and process whereby Proposals are evaluated and awarded.
3) The NFD intends to award a bid for one (1) truck to a bidder who most closely provides a bid fitting the description below of the desired truck and desired accessories. The NFD may examine alternative bids for best value and price and acceptability to the NFD if it determines it is in the best interest of the NFD to do so.

Award:

The NFD and its Board of Directors reserves the right to accept or reject any or all proposed bids, or any combination of them, and to waive any informality or irregularity in the bid or in the bidding.

Successful Bidders shall comply with all local, state, and federal directives, ordinances, rules, orders, and laws as applicable to, and affected by, the Bid Proposal.

No Bidder shall be excluded from consideration for award in conjunction with this solicitation on the basis of race, color, creed, national origination, handicap or sex, or be subjected to discrimination under any contractual award administered by the NFD.

Contact person:

During the course of this request process, from issuance until a recommendation for award, Bidders shall not initiate contact related to this request with anyone other than the officially designated

individual: The Treasurer of the Niverville Fire Department, James Hogencamp, at (518) 784-3300 or to his attention by facsimile to (518) 784-3243 or email to NivervilleFireDept@gmail.com. Failure to abide by this requirement may result in disqualification from further participation in this process.

Desired Truck:

2016 Ford F-350, SD Crew Cab 4x4 SD Crew Cab 6.75' box 156" WB SRW XL with (W3B)
MGVW not to exceed 10,000 pounds.

W3B	Base Vehicle Price (W3B)
610A	Order Code 610A N/C
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel Included
44P	Transmission: TorqShift 6-Speed Automatic Included
X37	3.73 Axle Ratio Included
TBK	Tires: LT245/75Rx17E BSW A/S Included
64A	Wheels: 17" Argent Painted Steel Included
A	HD Vinyl 40/20/40 Split Bench Seat Included
56	WB 156" Wheelbase STD
96P	XL Appearance Package
90L	Power Equipment Group
473	Snow Plow Prep Package
41P	Transfer Case & Fuel Tank Skid Plates
52B	Trailer Brake Controller
18B	6" Angular Black Molded in Color Running Board
592	Roof Marker/Clearance Lamps
85S	Tough Bed Spray-In Bedliner
PAINT	Monotone Paint Application STD
66S	Upfitter Switches (4) $125.00
585	Radio: AM/FM Stereo/Single CD/MP3 Player Included
525_	Steering Wheel-Mounted Cruise Control Included
61S	Front & Rear Splash Guards/Mud Flaps (Pre-Installed)
76C	Exterior Backup Alarm (Pre-Installed)
942	Daytime Running Lamps (DRL) (LPO)
425	50-State Emissions System N/C
AS_02	Steel N/C
PQ_01	Color: Race Red N/C

Desired/Preferred Non-Ford Accessories:

Accessories built in and professionally installed, switched, and wired:

1	Code 3 #DF47A2 Defender LED Lightbar with Narrowstik, LED Alleys & Takedowns Turning all white front
10	Code 3 XT6 red/white
2	Code 3 XT602 red/blue
2	Code 3 Six pack red/White
1	Code 3 #3492L6S Xcel siren
2	Code 3 Six pack red/blue

1	Code 3 #C3100 Speaker
1	Code 3 #950 Wig Wags
1	Leer Truck cap with tool boxes solid side doors
1	Havis #C-2410 24 inch Consolidator Console w/ Arm Rest & Cup Holder
1	Havis #C-ARM-102 Arm Rest (Set of 2)
1	Havis #C-CUP2-I Cup Holder
1	1500 pound Cargo Glide Slide 100%
1	Kussmaul #091-56-12-KIT Charger/Eject Kit
2	VHF Antenna or UHF Antenna and Antenna Cable
1	Install two NFD supplied radios.
And	Custom Lettering and Striping Package - Full NFD Package

Note: The above listed accessories are those found acceptable and are the preferred brand and model based upon past experience and known reliability. A bidder may propose a different brand and model for any or all accessories if they document each as equivalent or better. The NFD reserves its rights to deem those submitting accessories as listed to be deemed in full compliance and preferred. Those substituting a different brand or model who do not submit adequate proof of the comparability or equivalence will not be similarly judged as in the best value to the NFD. The NFD is not required to examine the fitness or suitability of any substitutions but may do so if it deems a bid as in the best interest and value to the NFD.

Warranty:

The truck itself is to be warrantied by the manufacturer and dealer according to current Ford Motor Company warranty or better.

The accessories listed under that section are to be warrantied as installed. The manufacturer warranty applies to the product. The installation is to be warrantied by the bidder as installed and operability warranty for a period of one (1) year from the date it is delivered and placed into service by the NFD. If there is no notification from the NFD of an inoperable accessory within a seven (7) business days of acceptance, the seventh (7th) day will be the date it is placed into service for warranty purposes.

The bidder is responsible for all warranty work. The NFD is not required to transport the vehicle to any repair station other than the bidder's place of business.

At any time an inoperable item is reported to the bidder and the truck is delivered for repair the bidder will repair the truck or its accessories within two business days. On day three the bidder will provide a suitable replacement vehicle as a "loaner" until the vehicle is available to the NFD. A suitable loaner is defined as a 4WD pick up truck capable of towing a similar weight trailer as the Ford 350 and equipped with a standardized towing package including electric brakes and lighting package.

Delivery:

Unless other arrangements are agreeable to the NFD, the Bidder will provide the finished truck and accessories within 45 days of notification it has been selected. Any bidder supplied and required contract documents do not extend this period of time to build and deliver the truck. The NFD will waive any reasonable delay in delivery if the bidder can document to the satisfaction of the NFD the delay in delivery of the truck by Ford Motor Company to the Bidder.

BIDDER'S PRICING OFFER BELOW:

Bidder's Pricing: DUE at the Niverville Fire Department Station # 1 at 888 Main Street Niverville NY 12130, on or before May 2, 2016 at 6:00 P.M.

Mail submissions may be mailed to:

Niverville Fire Department
PO Box 422
Niverville NY 12130

Mailed bids must be received in our Post Office Box at the aforesaid time. Post Mark date is not controlling, delivery is required.

Bid Pricing:

Truck Price:* $_____

Accessories installed price:* $_____

Total bid price when delivered to the NFD:* $_____

* The bidder does not need to break down prices unless the bidder is proposing a package different than the package described in the RFP/Bid.

Note: Any bid that is not as described as the preferred truck and preferred accessories in the bid specifications must have attached to this page the bidder's description as requested in the bid as to how the bidder has determined their submission meets or exceeds to truck and accessories described by the NFD as preferred.

Please attach documentation/description of the truck, options, and NFD requested after-market accessories that indicate your responsiveness to the RFP/Bid request:

Attached _____ (number of pages) bid materials description.

Official Bidder or agent's information:

Name: _____

Signature: _____

Business Name: _____

Address: _____

_____

Contact Information: _____

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