

INVITATION TO BID



WHITFIELD COUNTY, GEORGIA

ITB# 75500-18-ITB-AS-01

ONE (1) 2018 TRANSIT VAN

Date: July 17, 2018

Time: 2:00 PM

BRIAN MCBRAYER
STAFF ACCOUNTANT
(706) 275-7504 / (706) 275-7501 fax

USE THIS FORM ONLY
ONLY BIDS SUBMITTED ON THIS FORM SHALL BE CONSIDERED

The Whitfield County Board of Commissioners will receive sealed bids until 2:00 PM on July 17, 2018 for ITB#75500-18-ITB-AS-01, ONE (1) 2018 TRANSIT VAN, for the Whitfield County Animal Shelter.

SPECIFICATIONS (MINIMUM REQUIREMENTS):

- XL Trim Package
- Oxford White
- Vinyl
- 3.7L TIVCT V6 Engine with 6 Speed Automatic Transmission
- 148" Wheelbase
- 235/65R16 Tires
- AM/FM Bluetooth
- Cruise Control
- 9,000# GVWR
- Front Rear A/C
- 2 Additional Keys
- 4X Front Speakers
- Daytime Lamps

TOTAL BID	\$ _____
MAKE/MODEL OF VEHICLE	_____
DELIVERY DATE (No later than 120 days)	_____

Bids shall be submitted in a sealed opaque envelope and shall be marked on the outside with the name of the submitting company, the ITB number, and the words "One (1) 2018 TRANSIT VAN". Any deviation from the requirements set forth for the labeling of the bid envelopes shall result in said bid being returned to the bidder unopened and any such bid shall not be considered.

Sealed bids shall be addressed to the attention of Brian McBrayer and mailed to Whitfield County Board of Commissioners, P.O. Box 248, Dalton GA 30722-0248 or hand delivered to the Courthouse Annex, 301 W. Crawford Street, Dalton GA. All bids shall be received on or before the above designated date and time. Any bid received after this date and time shall not be accepted. Bids shall be typed or submitted in ink. Bids will be opened and read publicly. Bids are legal and binding upon the bidder when submitted.

Do not call with questions relating to this ITB. Refer to the County Website at <http://www.whitfieldcountyga.com> for bid details and any updates. All communication must be in

writing or via email. Address email correspondence to Diane Franklin at Whitfield County Animal Shelter at dfranklin@whitfieldcountyga.com. No verbal or written information which is obtained other than through this ITB or its addenda shall be binding on Whitfield County. No employee of Whitfield County is authorized to interpret any portion of this ITB or give any information as to the requirements of this ITB in addition to that contained in or amended to this written ITB document.

Bid Submittal Instructions:

One (1) original and one (1) copy must be submitted.

It is understood that this contract, if accepted by Whitfield County, is entered into solely for the convenience of the county and in no way precludes the county from obtaining like goods from other suppliers upon prior approval of the Whitfield County Board of Commissioners. Such approval shall be made at the sole discretion of the Whitfield County Board of Commissioners and shall be conclusive.

Local Vendor Privilege

Because bids awarded to local vendors contribute to the Whitfield County tax base and promote the local economy, the Whitfield County Board of Commissioners has instituted a local vendor privilege as follows. To qualify as a local vendor, the following conditions have to be met:

1. The vendor has to have an established place of business within Whitfield County.
2. The vendor must have at least two (2) employees who have been working for six (6) months or longer before requesting a local vendor privilege.

All vendors who met these conditions and who wish to claim the local vendor privilege must complete the Affidavit of Eligibility available on the County web site. The local vendor privilege gives qualifying vendors, who are within 4% of the low bid, the opportunity to agree to match the low bid within 24 hours. If more than one local vendor meets the qualifications, the lowest local bidder will be given the first opportunity to agree to match the low bid. If they refuse, the next lowest bidder will get the opportunity and so on until all local vendors within the 4% range have been given an opportunity.

Whitfield County reserves the right to accept or reject any or all bids for any reason, to waive technicalities, and to make an award deemed in its best interest. Whitfield County shall have the right to delete a unit item from the bid if necessary or proper in the sole determination of Whitfield County

We certify that our bid meets the minimum requirements as specified in bid documents, this _____ day of _____ 2018.

AUTHORIZED SIGNATURE

TITLE

PRINTED NAME OF SIGNATURE

COMPANY

ADDRESS

CITY / STATE / ZIP CODE

TELEPHONE NUMBER

FAX NUMBER

E-MAIL ADDRESS: