

City of Newport, KY

Invitation to Bid

Full Size SUV

The City of Newport Fire/EMS Department is accepting sealed bids for one (1) new 2024 or newer full-size SUV.

Bid specifications are available on the City website <http://newportky.gov/City-Government/Procurement.aspx> or can be picked up from the City Clerk's office at 998 Monmouth, 2nd Floor, Newport, KY 41071, Telephone 859.292.3668. Any questions about the bid specifications should be directed to Frank T. Peluso, Fire/EMS Chief (859) 743-2473.

All sealed bids shall be delivered to City Clerk Tiffany Myers, 998 Monmouth St., Newport, KY 41071 before 10:00 a.m., local time on Monday, February 24, 2025, at which time the bids will be publicly opened and read aloud. **All bids shall be in a sealed envelope and clearly marked “SUV Bid” in the bottom left corner.** The City of Newport is not responsible for the premature opening of or failure to open a sealed bid that is not properly addressed or identified. All information on bid form shall be type written or printed in ink. Please do not use white out or correction tape on bid form, doing so may result in rejection of the bid.

The City of Newport reserves the right to reject all bids and waive all formalities in the award of the bid.

Local resident bidders may be eligible for a Kentucky resident bidder's preference pursuant to KRS 45A.

City of Newport, KY Bid Specifications for Full Size SUV

INFORMATION FOR BIDDERS

SUBMISSION AND OPENING OF BIDS

The City of Newport Fire/EMS Department is accepting sealed bids for one (1) 2024 or newer full-size SUV. Vehicles should include all standard vehicle equipment and manufacturers warranties and the specified additional options and/or upgrades.

All sealed bids shall be delivered to City Clerk **Tiffany Myers**, 998 Monmouth St., Newport, KY 41071 before 10:00 a.m., local time on **Monday, February 24, 2025**, at which time the bids will be publicly opened and read aloud. All bids shall be in a sealed envelope and clearly marked "SUV Bid" in the bottom left corner. All information on bid form shall be type written or printed in ink, please do not use white out or correction tape on bid form. The City of Newport is not responsible for the premature opening of or failure to open a sealed bid that is not properly addressed or identified. The City of Newport reserves the right to reject all bids and waive all formalities in the award of the bid. Local resident bidders may be eligible for a Kentucky resident bidders' preference pursuant to KRS 45A.

METHOD OF AWARD

The City of Newport reserves the right to reject all bids and waive all formalities in the award of the bid. The bids shall be evaluated based on the following criteria:

- Price
- Service Availability
- Delivery of vehicles within **90 calendar days** of bid acceptance

QUANTITIES AND LENGTH OF CONTRACT

This contract is for the purchase of one (1) new 2024 or newer full-size SUV. All standard equipment, available four/all wheel drive, remote start and be available on lot for purchase.

This contract includes the option to allow the City to purchase multiple vehicles as listed above if available. The City's use of this option will be dependent upon the price quoted by the Bidder and the availability of funding. The City may exercise or assign this option up to one (1) year of the bid opening date. The City reserves the right to negotiate for additional vehicle purchase under the same terms and conditions as set forth under this bid within ninety (90) days from bid opening.

VENDOR INFORMATION

The vehicles offered under this bid shall be new and unused. The units offered for bid shall meet or exceed the specifications attached to this bid package and shall be considered as minimums unless otherwise indicated. Adequate vendor information shall be included with the bid for determination of meeting the specifications. Any exceptions shall be explained in writing and submitted as a part of the bid package.

PRE-DELIVERY INSPECTION

Vehicles will undergo pre-delivery inspection by the dealer. Inspection is to consist of vehicle function checks, accessories check and appearance check.

All information on bid form shall be type written or printed in ink, please do not use white out or correction tape on bid form. Please print clearly.

Company: _____

Contact: _____

Address: _____

Phone: _____

Email: _____

Federal Tax ID: _____

CAN YOU MEET OR EXCEED THIS SPECIFICATION?

YES _____ NO _____

New 2024 or new Full-Size SUV

BASE PRICE \$ _____

ALTERNATES/ADDITIONAL CHARGES \$ _____

TOTAL PRICE \$ _____

Printed Name of Authorized Representative _____

Signature of Authorized Representative _____

Date Submitted _____