

INVITATION TO BID
Utility Task Vehicle

Sealed bids for the purchase of the following described vehicle will be received by the Board of Commissioners of Umatilla County at the Umatilla County Courthouse, Pendleton, Oregon, on the day of November 15, 2017, until 10:00 A.M. Proposals will be publicly opened and read in Room 121, Umatilla County Courthouse, Pendleton, Oregon.

The purchase consists of the following listed vehicle:

One new Utility Task Vehicle (side-by-side). Vehicle to be delivered to Umatilla County Public Works Department, 3920 Westgate, Pendleton, Oregon.

Undersheriff James Littlefield
Umatilla County Sheriff's Office

Dated: November 8, 2017

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INSTRUCTIONS TO BIDDERS

1.0 SUBMITTAL OF PROPOSAL

All proposals must be presented under sealed cover to the Umatilla County Board of Commissioners before 10:00 A.M. November 15, 2017.

1.1 COMPLETE PROPOSAL MUST BE RETURNED. Bidders shall fill in space provided on the right of specifications, ("Specifications Submitted"). The schedule shall be complete and your firm name and signature of an authorized person shall be in space provided. Delivery date shall be taken into consideration before awarding contract.

Bids may not be changed or withdrawn after the opening of Bids.

Each Bid shall be identified on the exterior of the sealed envelope as follows:

Bid For: UTV

1.2 RIGHT TO REJECT BIDS

The Board of Commissioners reserves the right to reject any or all bids, or accept the bid deemed most satisfactory to the County.

1.3 Bids to be submitted by mail shall be addressed to:

Umatilla County
216 S. E. 4th Street
Pendleton, Oregon 97801
Attn: UTV Bid

2.0 CONTRACT AWARD

Award of the contract will be made to one bidder. Award will normally be made within 14 calendar days of opening. If a longer period of time is required, all bidders will be notified.

3.0 DELIVERY

Bidders shall set forth the date of delivery in the space provided on the Bid sheet. Delivery date shall be taken into consideration before awarding the contract.

The equipment herein specified shall be delivered to the Umatilla County Shop, 3920 Westgate, Pendleton, Oregon, completely assembled and in operating condition. Any necessary parts for operating the equipment that are not mentioned in the specifications are, by this inference, included and shall not become a cause for extra compensation to the successful proposer.

4.0 PAYMENT

Payment for the equipment herein specified will be made immediately after the 10th day of the month following full and satisfactory delivery.

5.0 WARRANTY SPECIFICATIONS

Bidder shall state all items under warranty and for how long in time and/or machine hours the warranty is good.

Bidder shall completely and adequately specify items, terms and conditions of warranty. If certain items are warranted by agencies other than bidder (or principal manufacturer), these items and warranties shall be expressly identified on a separate sheet indicating terms and conditions. If no such listing is included in this bid, it shall be understood that all items are warranted by the bidder (or principal manufacturer) under the warranty to the attached as part of this bid. Failure to include warranty information in the bid documents may result in your bid being considered non responsive.

Any warranty work must be performed within a 30 mile radius of Pendleton, Oregon. Bid must contain location of warranty work if this requirement cannot be met.

GENERAL CONDITIONS

1. Units offered under this bid shall be new, standard production models of the latest design in current production, unless otherwise specified.
2. Materials shall be of good commercial quality for the intended service and shall be produced by use of current manufacturing processes. Material shall be treated to resist rust, corrosion and wear.
3. The bidder shall list on a separate sheet of paper any variations from, or exceptions to, the conditions and specifications of this bid. This sheet shall be labeled "Exception (s) to Bid Conditions and Specifications", and shall be attached to the bid.
5. The price or prices quoted shall include all transportation charges fully prepaid to Umatilla County Public Works Department, Pendleton, Oregon.
6. The purchaser reserves the right to reject any or all bids, and waive any informality in bids.

BID SHEET

Unless otherwise denoted, an estimated date is to be inserted for Delivery Date.

All prices quoted must include equipment listed below.

Proposer is to submit detailed specifications and illustration sheets showing specific equipment to be furnished under this Bid.

BID for: Utility Task Vehicle

SPECIFICATIONS REQUIRED ARE:

1. Minimum 900cc gasoline engine, liquid cooled
2. On demand 4 wheel drive
3. Automatic transmission
4. Track system kit with all mounting equipment
5. Minimum of three person capacity
6. Fully enclosed cab with hard roof and doors
7. Glass windows and wipers
8. Heating and air conditioning systems
9. Minimum towing capacity of 2500 lbs
10. Winch, 4500 lb minimum with synthetic rope
11. Cargo bed lift
12. Cargo bed storage box, and extender
13. LED spotlight bar
14. Front end brush guard
15. Minimum of 10 ply tires
16. 3 Sets of Keys AT TIME OF DELIVERY
17. FOB Pendleton Public Works Dept. Shop

Make & Model of Vehicle _____

Purchase price \$ _____

Bidder certifies delivery will be completed within _____ calendar days after date of notice of award.

Bidder _____

Address _____

By (Print) _____

By (Signed) _____