



**FINANCE DEPARTMENT**

GREGORY N. L'HEUREUX  
Finance Director

KRISTIE BRADBURY  
Deputy Finance Director

COLLEEN C. SELBERG  
Purchasing Agent

SALE OF USED VEHICLES

Sealed bids for the sale of used City vehicles by the City of South Portland as listed on the attached proposal will be received by the City Purchasing Agent, Room 105, City Hall, 25 Cottage Road, South Portland, Maine, 04106 until **2:00 P.M., Tuesday, August 27, 2013**, at which time they will be read aloud. Proposals received after the above stated day and time will not be considered.

Bids shall be submitted on the attached form in sealed envelopes plainly marked "Bid #08-14 Sale of Used Vehicles" and shall be addressed to the Purchasing Agent at the above address.

Each bid must be accompanied by a deposit of 20% of the total amount bid, either 20% of the total of each item bid or 20% of the total lump sum bid, whichever is the greater. This may be a properly certified check, bank treasurer's check, bank cashier's check, bank money order, postal money order, or cash. Checks or money orders shall be made payable to the City of South Portland and will be deposited in its account. Such deposits will be returned to the unsuccessful bidders as soon as possible after the awards are made. The bid deposits of the successful bidder will be retained by the City of South Portland as a deposit toward the purchase price of the item(s) they have been awarded. In the event that a successful bidder fails to carry out the terms of his proposal, his deposit security will be retained by the City of South Portland, Maine as an agreed amount of liquidated damages. No bid may be withdrawn after it is deposited with the Purchasing Agent until after the awards have been made.

These vehicles are located at 30 Anthoine Street, South Portland, Maine and may be seen weekdays from 7 to 3 by contacting Barry Meserve at 207-799-5511 ext. 7256.

These items will be sold for cash on an "as is" and "where is" basis and are being offered for sale without any guarantee regarding condition and bidders should determine for themselves the condition, etc., of the items on which they bid.

Per the City's Purchasing Ordinance, awards in excess of \$5,000.00 require Council approval before award can be made. Successful bidders will be advised of the item(s) they have been awarded and they must make full payment in the Purchasing Office where they will be given a receipt which will be their authorization to pick up the item(s) they have been awarded. Successful bidders are required to pay for and remove their time(s) from the City premises within 14 days after notification.

The City may, if it feels it to be necessary, withdraw any used vehicle from sale before the awards are made.

The City of South Portland reserves the right to waive all informalities in bids, to accept any bid or any portion thereof, or to reject any or all bids should it be deemed in its best interest to do so. Except as otherwise required by law or as specifically provided to the contrary herein, the award of this bid shall be governed by the City's purchasing ordinance.

Colleen C. Selberg  
Purchasing Agent

## PROPOSAL

The UNDERSIGNED hereby proposes to buy from the City of South Portland for cash on an “as is” and “where is” basis in accordance with the attached Invitation to Bid, the following items as specified in the attached and at the price specified:

<u>Item</u>	<u>Description</u>	<u>Offer</u>
1.	1993 White Dodge Stealth Vin# JB3BM44H5PY021878 Mileage 76,531 (no title)	\$ _____
2.	2008 Black Ford Crown Vic Vin# 2FAFP71V58X173833 Mileage 87,054	\$ _____
3.	2009 Black Ford Crown Vic Vin# 2FAHP71V89X133112 Mileage 80,752	\$ _____

Signed: \_\_\_\_\_  
(Corporation, Firm or Company)

By: \_\_\_\_\_  
(Officer, Authorized Individual or Owner)

Title: \_\_\_\_\_

Mailing

Address: \_\_\_\_\_

\_\_\_\_\_

Zip Code: \_\_\_\_\_ Date \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail: \_\_\_\_\_

Note: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.