



## INVITATION TO BID

FINANCE DEPARTMENT

GREGORY N. L'HEUREUX  
Finance Director

COLLEEN C. SELBERG  
Purchasing Agent

### Bid #15-20

#### ONE (1) HEAVY DUTY 7 PASSENGER VAN

Sealed bids for furnishing the City of South Portland School Department with One (1) Heavy Duty 7 Passenger Van as specified below in the specifications and in the attached proposal will be received by the City Purchasing Agent, 25 Cottage Road, South Portland, Maine until **2:00 P.M., Friday, August 16, 2019** at which time they will be publicly opened and read aloud. Proposals received after the above stated date and time will not be considered.

Bids shall be submitted on the attached bid form (please include the Minimum Bid Specification sheet) in sealed envelopes, plainly marked "Bid #15-20 for One (1) Heavy Duty 7 Passenger Van" and shall be addressed to the Purchasing Agent at the above address.

Delivery to be made upon receipt of purchase order and shall be F.O.B., School Transportation Department, 1142 Highland Avenue, South Portland, Maine. Questions regarding the specifications may be made by contacting Rafe Forland, Director of Finance, at (207) 871-0555.

Bidder will state in his bid the name and model number of the equipment he is offering and will include with his bid a catalog or brochure marked to indicate the standard factory equipment of the model on which he is bidding.

**Since a prompt delivery is needed, delivery time as well as price may be made a factor in determining the award of this bid.**

**Award of the bid will be based on the vehicle that best fits the needs of the City in terms of cost, convenience and safety. Bidders are encouraged to submit multiple bids whenever possible as all makes, models, and designs will be taken into consideration.**

If the equipment offered by a bidder under the attached specifications meets the specifications except for minor factors or reasonably small amounts in dimensions, and if it shall be determined by the City that these minor variations from the specifications do not prevent the equipment being bid from performing as satisfactorily or from being as good as equipment fully meeting these specifications, then these minor variations from the specifications may be waived by the City, if it deems it to be to its advantage, and the equipment with the waived variations in specifications will be accepted as fully meeting these specifications.

Mailing address: P.O. Box 9422, South Portland, ME 04116-9422  
Telephone (207) 767-3201, Fax (207) 767-7620

Price shall include a fourteen-day plate and State of Maine Certificate of Title which shall be made out to the City of South Portland, Maine and mailed to the Purchasing Agent, P. O. Box 9422, South Portland, ME 04116-9422. A copy of the title application is to be delivered with the vehicle.

It is the custom of the City of South Portland to pay its bills within 20 to 30 days following delivery of and receipt of bills for all items covered by the purchase order. In submitting bids under attached specifications, bidders should take into consideration all discounts, both trade and time, allowed in accordance with the above payment policy. All bidders should quote net prices, therefore, exclusive of all Federal Excise Taxes.

The City of South Portland reserves the right to waive all informalities in bids, to accept any bid, 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*



Category	Minimum Specification	Meets or Exceeds Spec (Y/N)	Why, If At All, Does Not Meet Spec
Model Year	2018 or Newer		
Base Curb Weight	> 4,200 lbs		
Passenger Seating	7 - 12		
Odometer Reading	< 100 Miles		
Transmission	Automatic		
<b>Seats:</b>			
Driver/Passenger	Bucket		
Second Row	Removable/ Repositionable Seats		
Third Row	Removable/ Repositionable Seats		
Fourth Row	Removable/ Repositionable Seats		
Color	Black or Dark Colors		
Fabric Covering	Cloth		
<b>Air Bags:</b>			
Driver/Passenger Front Impact	Standard		
Driver/Passenger Knee Impact	Standard		
Driver/Passenger Side Impact	Standard		
Rear Passenger Curtain Side Impact	Standard		
<b>Steering:</b>			
Power	Standard		
Manual Tilt/Telescopic Steering Column	Standard		
<b>Comfort/Convenience:</b>			
Cruise Control	Standard		
Power Windows	Standard		
Power Door Locks	Standard		
Remote Keyless Entry	Standard		
Front Window Defogger	Standard		
Rear Window Defogger	Standard		
Child-Proof Rear Door Locks	Standard		
<b>Warranties:</b>			
Basic	36 Months or 36,000 Miles		
Powertrain	60 Months or 60,000 Miles		
Corrosion	60 Months Unlimited Miles		