SANDY CITY
10000 So. Centennial Parkway
Sandy, UT 84070

DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF PURCHASING
APRIL 2010

INVITATION TO BID:

This is a formal Invitation to Bid which will be reviewed to determine that the functional requirements of the City are met. The City shall be the sole judge as to which bid constitutes the "lowest and/or more responsible bid." All sealed Invitations To Bid will be opened publicly by the Purchasing Agent.

THIS IS NOT AN ORDER

PROJECT: **FLEET TIRE REPAIR & RECAPPING**

REQUIREMENTS:

- Sealed bids must be received no later than Wednesday, May 5th at 10:00 A.M. by the Purchasing Department at City Hall, 10000 So. Centennial Parkway,, Room 330, Sandy, Utah. Late bids will not be considered and will be returned to the vendor unopened.

- Bid must be clearly marked "FLEET TIRE REPAIR & RECAPPING" on the face of the bid envelope, along with vendor name and address. The bid sheet must be signed.

- The award of this bid will result in an annual contract with option to renew for two additional one-year periods upon agreement of both parties, not to exceed a total of three years.

- The City reserves the right to award this project in whole or in part.

- For further product information contact Kim Gunning, Fleet at 801-568-2988. Bid questions should be directed to Mindi Bos, Purchasing at 801-568-7148.

The right is reserved to reject any and all bids, to waive any informality or technicality or to accept proposals deemed in the best interest of Sandy City Corporation. ALL BIDS ACCEPTED THAT MEET, EXCEED OR ARE COMPARABLE TO THE SPECIFICATIONS WILL BE CONSIDERED.

Sandy City Corporation
Mindi J. Bos
Purchasing Agent

BID GUIDELINES
SANDY CITY
FLEET TIRE REPAIR & RECAPPING

I. INTENT OF SPECIFICATION
The City is seeking vendors to provide tire repairs and recapping for fleet vehicles. For delivery or will call from the vendor as needed by Sandy City Fleet Department. We currently own approximately 250 vehicles.

II. SUBMISSION OF BID
All bids must be submitted on the forms provided by Sandy City Corporation. Bids shall be submitted in a sealed envelope with the project title shown on the face of the envelope. In order to be considered for award, the vendor must complete and sign the bid sheet and submit on or before the specific date and time for the bid opening.

III. SIGNATURE ON BID SHEET
The bid sheet must be signed by an authorized representative of the company named thereon. The signature on this form shall be interpreted to signify the vendor's intent to comply with all the terms, conditions and specifications set forth in this solicitation, unless specific exceptions are noted on the face of the bid.

IV. BID PRICE
Price and notations shall be printed in ink or typewritten. No erasures will be permitted. Errors may be crossed out and corrections printed in ink or typewritten adjacent to the original figure and shall be initialed in ink by the person signing the bid. Prices stated are firm for the initial one-year term of this contract. If this contract is extended for additional option periods price adjustments may be made, however, any request for price adjustment shall be made prior to the beginning date of the contract option renewal.

V. SPECIFICATIONS AND DESCRIPTIVE LITERATURE REQUESTED
Specifications and descriptive literature for the product offered should accompany the bid if available.

VI. SPECIFICATIONS NON-RESTRICTIVE
These specifications are intended to be descriptive and non-restrictive. Brand or trace names if used, are to identify quality and performance levels and approved equals will be considered. All items bids shall either meet or exceed the technical specifications in order to be considered for award.

VII. AWARD OF CONTRACT
The City shall be the sole judge as to which bid quotation constitutes the "lowest and/or best responsible bid." The lowest cost will only be one of the determining factors. Other salient factors will be quality, service and availability of the product.

VIII. CANCELLATION
Either party may cancel this contract for any reason upon giving the other party thirty (30) days prior written notice. Such notice shall be sent to the last known address of the party notified.

IX. ADDITIONAL INFORMATION
Interested parties may contact Kim Gunning, 801-568-2988 for product information.

BID SHEET
VENDOR INFORMATION
SANDY CITY
FLEET TIRE REPAIR & RECAPPING

COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE #: _____ FAX #: _____

MANUFACTURERS PRODUCT INFORMATION
SHOULD BE INCLUDED IF AVAILABLE

ADDITIONAL INFORMATION: _____

_____

_____

_____

_____ _____
SIGNATURE PRINT NAME

_____
DATE

YOUR PERCENTAGE OF DISCOUNT OFF RETAIL PRICING WOULD BE: _____ %

(See sample list attached.)

PLEASE LIST THE BRAND NAMES YOU CARRY:

_____

_____

_____

_____

SANDY CITY FLEET - TIRE REPAIR & RECAPPING	
11 R 22.5 CASING	
315 80 R 22.5 CASING	
FLAT REPAIR LIGHT TRUCK	
FLAT REPAIR HEAVY TRUCK	
FLAT REPAIR SUPER SINGLE	
LIGHT DISMOUNT & MOUNT	
HEAVY DISMOUNT & MOUNT	
LAWN & GARDEN DISMOUNT & MAINT	
BALANCE LIGHT TRUCK	
BALANCE HEAVY TRUCK	
FOAM FILLING PER POUND	
RUBBER VALVE STEMS	
BRASS TRUCK STEMS	
11 R 22.5 RECAP TRACTION	
11 R 22.5 D4300 SIPED	
315/80R 22.5 TRACTION	
315/80 R 22.5 HI-SPEED	
WARRANTY TREAD WEAR	
WARRANTY CASING	
TURN AROUND TIME	
PICK UP & DELIVERY	