



Invitation for Bid
Purchase of 2019 UTV & 2019 ATV
#B2020-PD-03

Town of Seabrook, New Hampshire
Police Department



PURCHASE OF 2019 UTV AND 2019 ATV
INVITATION FOR BID # B2020-PD-03

You are cordially invited to submit a Bid for the Purchase of (1) 2019 UTV and (1) 2019 ATV in agreement with the attached specifications, terms, and conditions. Prospective respondents are advised to read this information carefully before submitting a proposal.

Three (3) copies of the Bid must be submitted in a sealed envelope, plainly marked:

IFB# B2020-PD-03
Purchase of 2019 UTV & 2019 ATV
Town of Seabrook
C/o Shaylia Marquis
Chief Procurement Officer
99 Lafayette Road
Seabrook, NH 03874

All proposals/bids must be received by January 30, 2020, at 2:00 p.m. EST and will be opened publicly at such time



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PURPOSE OF PROPOSAL

The purpose of this Invitation to Bid is to provide proposals for the purchase of a new 2019 Yamaha Viking VI Ranch Edition UTV and a new 2019 Polaris Sportsman 570 Touring Edition (2 passenger) ATV, per the attached specifications or equal provided by the Deputy Police Chief, Kevin Gelineau.

PROPOSAL TERMS

The Town of Seabrook reserves the right to accept or reject any, and all proposals in whole or in part received as a result of this IFB. If a proposal is selected, it will be the most advantageous regarding price, quality of service, the contractor's qualifications and capabilities to provide a particular service. The Town reserves the right to consider proposals for modifications at any time before a contract be awarded, and negotiations would be undertaken with that contractor whose bid is deemed to meet the Town's specifications and needs best. There will be no reimbursement to any candidate if the selection process is terminated. The Town of Seabrook reserves the right to waive defects and informalities of the proposals.

All bids must be received no later than 2:00 pm EST on January 30th, 2020. The submittal package shall include three (3) copies of the proposal. No telephone, email, or facsimile proposals will be accepted. All proposals received after the deadline will not be accepted and will be returned unopened.

INTENTION TO BID / ADDENDA

Bidders that want to participate in the IFB are urged to submit an intention to bid form to receive addendums and possibly additional information. Intention to Bid forms can be found on the town website at www.Seabrooknh.info/procurement. Completed Intention to Bid forms and questions may be emailed to the Chief Procurement Officer at Smarquis@seabrooknh.org. All questions shall be submitted in writing to only the Chief Procurement Officer at the above address, a minimum of 7 days before the scheduled bid closing. The Chief Procurement Officer will then forward both the question and the Town's response to questions to all prospective bidders. In the event it becomes necessary to revise any part of the IFB, addenda will be provided by email and on the Town website at www.Seabrooknh.info/procurement. Deadlines for submission of IFB's may be adjusted to allow for revisions. To be considered, original proposals with amended proposals must be submitted before the date and time specified.



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WITHDRAWAL OF BID PROPOSAL

A bidder will be permitted to withdraw his/her proposal unopened after it has been deposited if such a request is received in writing before the time specified for opening the proposals.

CONSIDERATION OF PROPOSALS

Bids will be made public at the time of opening and may be reviewed only after they have been properly recorded. In the case of discrepancy between prices written in words and those written in figures, the prices written in words shall govern. In the event of a discrepancy between the total shown in the proposal and that obtained by adding the products of the quantities of items and bid prices, the latter shall govern.

AWARD OF CONTRACT

The successful bidder will be notified by mail to the address on his/her proposal, that his/her bid has been accepted and that he/she has been awarded the contract.

CANCELLATION OF AWARD

The Town reserves the right to cancel the award of any contract at any time before the execution of such a contract by all parties without any liability against the Town.

EXTRAS

Except as otherwise herein provided, no charge for any extra work or material will be allowed unless the Town Manager has ordered the same in writing.

*The Town of Seabrook is a Tax Exempt Organization.

WARRANTY

Suppliers shall specify warranty terms and conditions and supply supporting documentation. Specify the location of the closest provider for warranty repairs and service for proposed equipment.

Specify Warranty: _____

Closest Warranty Provider: _____

Additional Warranties (if available): _____

Cost associated: _____



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BID SUBMISSIONS

Bids must be signed by an official authorized to bind the contractor to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

“The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section, the word "person" means any natural person, joint venture, partnership, corporation, or other business or legal entity.”

(Authorized Signature)

(Date)

(Company) & (Title)

CONTRACT TERMS

The Town of Seabrook will negotiate contract terms upon selection. All contracts are subject to review by the Town of Seabrook legal counsel and will be awarded upon signing of a commitment or contract, which outlines terms, scope, budget, and other necessary items.

Approved by:



William M. Manzi III 1/2/2020
Town Manager



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SPECIFICATIONS

(Provided by Deputy Police Chief, Kevin Gelineau)

ITEM DETAILS:

- 1) 2019 Yamaha Viking VI Ranch Edition UTV
 - a) w/DFK hard cab system (or similar)
 - b) w/3,000lb winch and mount
 - c) Plus labor for cab system and winch install
- 2) 2019 Polaris Sportsman 570 Touring Edition (2 passenger) ATV
 - a) w/front bumper
 - b) w/front rack extender
 - c) w/rear rack extender
 - d) Plus labor for bumper and extender(s) install

SPECIAL REQUIREMENTS:

- 1) Supplier must sell both Yamaha and Polaris machines/products from one location
- 2) Supplier must have a service location/store front within 10 road miles of the Seabrook Police Department (as determined by Google Maps)
- 3) Supplier must have a service location/store front open during regular business days/hours and at least one weekend day (within the 10 mile limit)
- 4) Supplier's store front must have an on-site parts department
- 5) Supplier's store front must have an on-site service department
- 6) Supplier must make every effort to service the above equipment immediately if/when an emergency repair is needed
- 7) Supplier must be able to deliver inventory no later than 120 days from order placement