



Administered by
UNIVERSITY OF MAINE SYSTEM
Office of Strategic Procurement

REQUEST FOR BIDS

TANDEM AXLE DUMP TRUCK WITH PLOW
University of Maine

RFB # 20-09

ISSUE DATE:
May 22, 2009

BIDS MUST BE RECEIVED BY:
June 12, 2009, 2:00 pm

DELIVER BIDS TO:

University of Maine System
Office of Strategic Procurement
Attn: Hal Wells
16 Central Street
Bangor, ME 04401

SECTION ONE

1.0 GENERAL INFORMATION:

- 1.1 Purpose: The University of Maine System, acting through the University of Maine is seeking bids for one new 2008 or 2009, Tandem Axle Dump/Plow Truck designed to meet or exceed the industry standards associated with heavy-duty equipment.

The University has a 1997 International 4900 truck with plow and sanding equipment for trade-in or cash purchase. The University reserves the right to accept or reject any or all trade or cash offers. Additional information for the trade-in and a contact person may be found at paragraph 3.10 below.

- 1.2 The University of Maine System will hereinafter be referred to as the "University." Respondents to the Request for Bids (RFB) shall be referred to as "Bidders." The Bidder to whom the contract is awarded shall be referred to as the "Contractor."
- 1.3 Evaluation Criteria: Award will be made to the low bidder provided that all other requirements are satisfactorily met, to include the required delivery date.
- 1.4 Award: The University reserves the right to conduct any tests it may deem advisable and to make all evaluations. The University reserves the right to reject any or all bids, in whole or in part and is not necessarily bound to accept the lowest bid if that bid is contrary to the best interests of the University. The University reserves the right to waive minor irregularities. Scholarships, donations, or gifts to the University will not be considered in the evaluation of bids. A bid may be rejected if it is in any way incomplete or irregular. When there are tie bids, there shall be a preference for "in-state bidders". When tie bids are both in-state or both out-of-state, the award will be made to the bid that arrives **first** at the Office of Strategic Procurement.
- 1.5 Award Protest: Bidders may appeal the award decision by submitting a written protest to the University of Maine System's Director of Strategic Procurement within five (5) business days of the date of the award notice, with a copy of the protest to the successful bidder. The protest must contain a statement of the basis for the challenge.
- 1.6 Communication with the University: It is the responsibility of the bidder to inquire about any requirement of this RFB that is not understood. Responses to inquiries, if they change or clarify the RFB in a substantial manner, will be forwarded by addenda to all parties that have received a copy of the RFB. Addenda will also be posted on our web site, www.maine.edu/strategic/upcoming_bids.php. The University will not be bound by oral responses to inquiries or written responses other than addenda.

Inquiries must be made to: Hal Wells
Office of Strategic Procurement
University of Maine System
16 Central Street
Bangor, Maine 04401
(207) 973-3302

- 1.7 Submission: A **SIGNED** original and five (5) copies of the bid must be received at the Office of Strategic Procurement, University of Maine System, 16 Central Street, Bangor, Maine 04401, in a sealed envelope no later than **2:00 P.M. local time, Friday, June 12, 2009**, for a public opening. The bid must be date/time stamped by the Office of Strategic Procurement in order to be considered. Bidders are strongly encouraged to submit bids in advance of the due

date/time to avoid the possibility of missing the 2:00 deadline due to unforeseen circumstances. Bidders assume the risk of the methods of dispatch chosen. The University assumes no responsibility for delays caused by any package or mail delivery service. A postmark on or before the due date WILL NOT substitute for receipt of bid. In the event of suspended University operations, the bid opening will be rescheduled for the next business day at the same time and location. Bidders may wish to call (207) 973-3298 to determine if University operations have been suspended. Bids received after the due date and time will be returned unopened. Additional time will not be granted to any single bidder, however, additional time may be granted to all bidders when the University determines that circumstances require it. **FAXED OR E-MAIL BIDS WILL NOT BE ACCEPTED.**

- 1.8 Bid Envelope: The signed bid should be returned in an envelope or package, sealed and identified as follows:

From _____	June 12, 2009	2:00 pm	20-09
Name	Due Date	Time	Bid No.

- 1.9 Bid Understanding: By submitting a bid, the bidder agrees and assures that the specifications are adequate, and the bidder accepts the terms and conditions herein. Any exceptions should be noted in your response.
- 1.10 Costs of Preparation: Bidder assumes all costs of preparation of the bid and any presentations necessary to the bidding process.
- 1.11 Debarment: Submission of a signed bid in response to this solicitation is certification that your firm (or any subcontractor) is not currently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal department or agency. Submission is also agreement that the University will be notified of any change in this status.
- 1.12 Errors: Bids may be withdrawn or amended by bidders at any time prior to the bid opening. After the bid opening, bids may not be amended. If a significant mistake has been made by an apparent low bidder, the bidder will be given the option of selling at the price given or withdrawing the bid. If an extension error has been made, the unit price will prevail.
- 1.13 Specification Protest Process and Remedies: If a bidder feels that the specifications are written in a way that limits competition, a specification protest may be sent to the Office of Strategic Procurement. Specification Protests will be responded to within five (5) business days of receipt. Determination of protest validity is at the sole discretion of the University. The due date of the bid may be changed if necessary to allow consideration of the protest and issuance of any necessary addenda. Specification protests shall be presented to the University in writing as soon as identified, but no less than five (5) business days prior to the bid opening date and time. No protest against the award due to the specifications shall be considered after this deadline. Protests shall include the reason for the protest and any proposed changes to the specifications. Protests should be delivered to the Office of Strategic Procurement in sealed envelopes, clearly marked as follows:

SPECIFICATION PROTEST, RFB #20-09

- 1.14 Alternates: Unless otherwise provided for in this solicitation, the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand, make or manufacturer named; but conveys the general style, type, character, and quality of the article desired. Any article which the University, in its sole discretion, determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. It is the bidder's responsibility to clearly and specifically indicate

the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the University to determine if the product offered meets the requirements of the solicitation. Failure to furnish adequate data for evaluation purposes may result in declaring a bid non-responsive. Unless the bidder clearly indicates in its bid that the product offered is an "equal" product, such bid will be considered to offer the brand name products referenced in the solicitation.

SECTION TWO

2.0 GENERAL TERMS AND CONDITIONS:

- 2.1 Delivery Location: The University of Maine, University Garage, Rangeley Road, Orono, Maine 04469.
- 2.2 Delivery Notification: The Contractor shall notify Michael Hambrock at the University of Maine, telephone 207-581-2645, at least twenty-four (24) hours prior to delivery to confirm receiving hours.
- 2.3 Litigation: This Contract and the rights and obligations of the parties hereunder shall be governed by and construed in accordance with the laws of the State of Maine without reference to its conflicts of laws principles. The Contractor agrees that any litigation, action or proceeding arising out of this Contract, shall be instituted in a state court located in the State of Maine.
- 2.4 Transportation Charges: Quotations must include F.O.B. Destination. Prices quoted will be considered to include all charges for transportation, packaging, crates, containers, insurance, duty and brokerage charges, etc. necessary to complete delivery on an F.O.B. Destination basis.
- 2.5 Payment: Payment will be upon submittal of an invoice to the address provided on the purchase order by the Contractor on a Net 30 basis unless discount terms are offered with the bid document. Invoices must include a purchase order number.
- 2.6 Application for Title: Application for Title and manufacturer's Statement of Origin must be provided to the University at the time of delivery.

The owner of record on the title application shall be: The University of Maine System, 16 Central Street, Bangor, Maine 04401. The legal residence on the vehicle registration shall be the University of Maine, Orono, Maine 04469.

SECTION THREE

3.0 SPECIFICATIONS AND BID FORM INSTRUCTIONS

SPECIFICATIONS

- 3.1 **New Equipment:** The equipment offered shall be a new, standard production model of the latest design in current production. No demonstration units will be accepted.
- 3.2 **Manuals:** The Contractor shall supply two (2) operator's manuals, two (2) maintenance / repair manuals, and two (2) parts manuals.
- 3.3 **Warranty:** The Contractor shall provide a detailed warranty statement for full unit.
- 3.4 **Safety:** All electronic/electrical devices shall be de-energized when key switch is turned to the OFF position.
- 3.5 **Delivery:** The University requires that the unit **be delivered ON or BEFORE June 30, 2009**
- 3.6 **Acceptance Tests:** Acceptance tests required to demonstrate that performance specifications can be met must be carried out in exacting accordance with the capabilities as described in the user and technical documentation/operators manual(s) delivered with the equipment or submitted with the bid response. Failure to satisfy this acceptance test may result in rejection of the equipment with no financial obligation incurred by the University.
- 3.7 **Delivery Setup:** Unit, plow, and dump body shall be delivered fully serviced, tuned up, wheels balanced, ready for work.
- 3.8 **Additional Detailed Minimum Specifications** are found in the Bid Form below.

BID FORM INSTRUCTIONS

- 3.9 **Bid Form:** Bidders shall provide bid information on the following form (Section Four) and note exceptions to the minimum specifications in the column labeled "Description or Exceptions". Any additional information including exceptions or alternate specifications may be provided on a separate sheet and shall be marked with the corresponding item letter and/or number.
- 3.10 **Literature:** Bidders shall submit the latest printed specifications and advertising literature for the equipment offered.
- 3.11 **Trade-in:** 1997 International 4900 Truck with Plow and Sanding Equipment. Photos are available on request. On-site viewing may be available at the discretion of the University Grounds Department. To request on-site viewing vendors shall contact Harold Dall at 207-581-2646. The University reserves the right to accept or reject any or all trade or cash offers. If the University accepts the offer of a trade or cash purchase, the Contractor shall be responsible for removal of the equipment. Unit details:
 - Truck mileage: 96,838
 - New rear tires
 - New brakes installed December 2008
 - Stainless steel hopper sander
 - Twin 90 gallon calcium tanks
 - Tailgate has three (3) hot top chutes
 - Front Plow: highway plow
 - Front plow and wing blade have bolt on cutting edges

SECTION FOUR BID FORM

BIDDER'S (COMPANY) NAME: _____

NOTE: IF offering more than one (1) truck (alternates), make copies of this section. All information must be completed for each truck being offered.

ITEM #	MINIMUM SPECIFICATIONS	COMPLIES		DESCRIPTION OR EXCEPTIONS
		Yes	No	
A	Tandem Axle Dump/ Plow Truck			
1	Minimum GVWR 58,000 pounds			
2	Tandem axle			
3	Rear tires must be mud and snow rated			
4	Wheel base must sufficient to accept 12 - 13 yard side dump left discharge spreader body			
5	Chassis must accommodate plow rigging			
6	Minimum 50 gallon fuel tank			
7	Double frame			
8	Painted frame			
9	Locking differential			
10	Rear axle magnetic drain plugs			
11	Heavy-duty power steering suitable for snow plowing service			
12	Air brakes			
13	Air dryer with heater			
14	12-volt electrical system with 135 amp charging system			
15	Backup lights on chassis			
B	Operator's Cab			
1	Standard cab marker lights			
2	Exterior mirrors, heated			
3	Air conditioning			
4	2-speed delay windshield wipers			
5	Cab grab handles for cab entry			
6	Floor mats			
7	Air suspension high back seat with adjustable lumbar			
8	Tachometer			
9	Speedometer			
10	Oil temperature gauge			
11	Oil pressure gauge			
12	Water temperature gauge			
13	Volt meter gauge			
14	Amp meter Gauge			
15	Fuel gauge			
16	Air gauge			
17	Brake warning light			
18	Low air pressure alarm			
19	Engine hour meter			
20	Cab mounted hydraulic plow and wing			

	blade controls			
21	Backup alarm			
22	AM/FM radio with speaker(s) installed			
23	Air or electric horn			
24	Defroster / heater			
C	Transmission			
ITEM #	MINIMUM SPECIFICATIONS	COMPLIES		DESCRIPTION OR EXCEPTIONS
		Yes	No	
1	Allison automatic 5-speed transmission with magnetic oil drain plug and oil cooler system			
D	Manuals			
1	Two (2) operator manuals			
2	Two (2) maintenance / repair manuals			
3	Two (2) parts manuals			
E	Power Train			
1	Engine: diesel			
2	350 HP			
3	Glow plug			
4	Magnetic oil drain plug			
5	Screw-on type filters			
6	Electronic governor			
F	Dump Body			
1	Side dump combination dump and sander with front spreader with standard controls			
2	12 - 13 yard capacity			
3	Ladder			
4	Cab shield headboard			
5	Air tailgate			
6	Mud flaps			
7	Two (2) strobe lights mounted in the rear of the dump body (one on each side)			
8	LED stop and turning lights in the rear post			
9	Primed and painted black			
10	Air-controlled cargo cover			
11	Calcium system mounted on frame			
	50-gallon tank, in cab activated			
G	Plows			
1	Power tilt front plow hitch with headlights and blinkers			
2	High lift patrol wing system with full trip arms and trip block			
3	11' steel wing with bolt-on cutting edge			
4	Poly or steel plow with reversible bolt-on cutting edge			
5	Tandem gear hydraulic pump			
6	Cable operated controls			
7	Wing light			
H	Warranty			
1	Provide warranty statement			
I	Delivery			
1	Delivery on or before June 30, 2009			

Make and model of equipment: _____

Model year of equipment: _____
(Must be new and model year 2008 or 2009)

Price FOB delivered without trade-in: \$ _____

Less Trade-In 1997 International 4900: \$ _____
The University reserves the right to accept or reject any or all trade or cash offers.

Final cost FOB delivered, with trade-in: \$ _____

Delivery Date: **(Must Be Before June 30, 2009)** _____

SIGNATURE PAGE

COMPANY NAME: _____

By: _____
(Signature)

(Print Name)

(Title)

(Phone)

(Cell Phone)

(E-mail Address)

(Date)