

SA&I 1-4040 (2000)

Canadian _____ County, Oklahoma
COUNTY PURCHASING OFFICE
Canadian _____ County Court House
El Reno _____, Oklahoma
Phone: (405) 422-2441

INVITATION TO BID

DATE ISSUED
June 6, 2011
Page 1 of 2

PLEASE REVIEW TERMS AND CONDITIONS ON REVERSE
SIDE RELATING TO SUBMISSION OF THIS BID.
Notarized Affidavit completions and signature required on reverse side.

BID NUMBER: Bid #2010-11-17 Vehicles / Canadian County Assessor
BID CLOSING DATE AND HOUR: June 24, 2011 @ 4:00pm
REQUIRED DELIVERY DATE: SEE SPECIFICATIONS
Days after award of Purchase Order

TERMS: Net, FOB this bid will open June 27, 2011@9:30am
DATE OF DELIVERY:

ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
1 OR MORE			<p>Canadian County Assessor is seeking bids for used vehicles 2008 or newer.</p> <p>See Specifications Attached.</p> <p>The Board of Canadian County Commissioners reserves the right to reject any and all bids or to award all or any portion of the items bid.</p> <p><i>The reverse of this sheet must be completed and returned or the bid will be rejected.</i></p> <p>Contact person: Sherri Koos, Depty 200 N Choctaw Avenue El Reno, OK 73036 (405) 295-6113</p>		\$ _____

APPROVED
Date 6-2-11
Y. Matt Williams
Officer of Department Head

TERMS AND CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, Canadian County Courthouse, 201 N Choctaw Avenue, El Reno, Oklahoma, at the time and date shown on the invitation to bid form.
2. Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with bid number and closing date written on the outside of the envelope.
3. Unit prices will be guaranteed correct by the bidder.
4. Firm prices will be F.O.B. destination.
5. Purchases by Canadian County, Oklahoma, are not subject to state or federal taxes.
6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.
7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn statement of non-collusion. A form is supplied below.
8. Bids will be firm until 07/27/2011
(DATE)

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say that he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity; quality or price in the prospective contract or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn before this _____ day

of _____, 20 _____

(SEAL)

Firm: _____

My commission expires _____

Signed by: _____ Title: _____
(Manual Signature of Undersigned)

NOTARY PUBLIC (CLERK OR JUDGE)

Address: _____ Phone: _____

City: _____ State: _____

Zip: _____

Please mail sealed bids to:
Canadian County Clerk's Office
Attn: Purchasing
PO Box 458
El Reno, OK 73036

Street Address:
201 N Choctaw Avenue
El Reno, OK 73036



**Canadian County
Purchasing**

Affidavit / Proof of Mailing

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Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

~ AFFIDAVIT ~
Vehicles / County Assessor

State of Oklahoma)
County of Canadian) §

I, Sherry Murray, Purchasing Agent, in and for said County and State, do hereby certify that "Invitations to Bid" were sent to the following:

Blue Streak Motors
1703 Cannonsburg
Ashland, KY 41102

J. Hickey Auto Sales
Hwy 81 South
Hennessey, OK 73742

Diversi Fleet
7150 Kaw Drive
Kansas City, KS 66111

Oklahoma State Surplus
PO Box 11355
Okla. City, OK 73136

Missouri State Highway Patrol
1510 E Elm Street
PO Box 568
Jefferson City, MO 65102-0568

Francis Tuttle Vo-Tech Center
Attn: Bid Assistance-Judy Robbins
12777 N Rockwell
Oklahoma City, OK 73142

Veto Enterprises, Inc.
212 West Exchange St.
Sycamore, IL 60178

Safe-Lights Emergency Equipment Online Data Service
NBU 1705
Prague, OK 74864
PO Box 1476
Decatur, GA 30031

Pursuit Unlimited
1329 West Exchange St.
Shawnee, OK 74801

Vaught Boys, Inc.
700 N. Rogers Rd.
Olathe, KS 66062

Joe Watt Auto Sales, Inc.
438030 E Hwy 60
Vinita, OK 74301

Shawnee Mission Ford
Attn: Jay Cooper
11501 West Shawnee Mission Parkway
Shawnee, KS 66203-0179

Kansas Highway Patrol
Fleet Operations
930 NE Straight Ave.
Topeka, KS 66616

Bid News
5727 South Garnett Road, Suite H
Tulsa, OK 74146

Seminole Ford – Mercury
Attn: Bob Surface
PO Box 1567
Seminole, OK 74818

Ford Motor Company
Attn: Tony Gratson
16800 Executive Plaza Drive
Regent Court Bldg. MD 6N-1A
Dearborn, MI 48126

Witness my hand and seal this 6th day of June, 2011.


Sherry Murray, Purchasing Agent

(SEAL)





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~ SPECIFICATIONS~

Vehicles / County Assessor

Canadian County Assessor is seeking bids for used vehicles 2008 or newer.

Description: See Vehicle Bid Specifications Attached

For Information Contact Canadian County Assessor's Office

Contact: Sherri Koos, Deputy

Phone: (405) 295-6113

Hours: Monday – Friday 8:00am to 4:30pm

Address: 200 N. Choctaw Ave, El Reno, OK 73036

If you have any questions or need additional information, please contact:
Sherry Murray, Purchasing Agent, 405.295.6125 or 405.422.2441
smurray@okcana.cogov.net

**CANADIAN COUNTY ASSESSOR'S OFFICE
 VEHICLE BID SPECIFICATIONS FOR ONE OR MORE VEHICLES FOR THE PHYSICAL
 YEAR 2011-2012**

ALL VEHICLES TO BE CONSIDERED MUST MEET OR EXCEED THE FOLLOWING SPECIFICATIONS UNLESS INDIVIDUAL EQUIPMENT IS SPECIFICALLY NOTED AS BEING PERFERRED RATHER THAN REQUIRED

THE PROPOSED VEHICLE MUST <u>MEET</u> THE FOLLOWING:	YES	NO
2008 OR NEWER, WITH LESS THAN 55,000 CERTIFIED MILES	_____	_____
FULL SIZE 4 DOOR SEDAN (CAPRICE, CROWN VICORIA, ETC.)	_____	_____
FULL AND COMPLETE SERVICE RECORDS	_____	_____
AIR BAG PROTECTION FOR DRIVER AND PASSENGER	_____	_____
FACTORY HEAVY DUTY POLICE PACKAGE	_____	_____
V-8 ENGINE WITH ELECTRONIC FUEL INJECTION	_____	_____
AUTOMATIC OVERDRIVE TRANSMISSION	_____	_____
AIR CONDITIONING	_____	_____
TILT ADJUSTABLE STEERING WHEEL	_____	_____
DUAL OUTSIDE MIRRORS WITH ELECTRONIC CONTROL	_____	_____
CALIBRATED SPEEDOMETER	_____	_____
HEAVY DUTY BATTERY/ALTERNATOR/CHARGING SYSTEM	_____	_____
4-WHEEL HEAVY DUTY POWER DISC BRAKES	_____	_____
POWER DOOR LOCKS	_____	_____
INTERMITTENT WINDSHIELD WIPERS	_____	_____
ELECTRIC REAR WINDOW DEFROSTER	_____	_____
HEAVY DUTY CARPET	_____	_____
REMOTE TRUCK RELEASE	_____	_____
CLOTH FRONT BUCKET SEATS AND REAR BENCH SEAT	_____	_____
POWER WINDOWS WITH LOCKS	_____	_____
DRIVERS SIDE PILLAR MOUNTED 6" SPOTLIGHT (SPOTLIGHT SHOULD BE FACTORY INSTALLED)	_____	_____
CRUISE CONTROL	_____	_____
AM/FM RADIO	_____	_____
OVERHEAD INTERIOR MAP LIGHTS	_____	_____
TRUNK PACK WITH KEVLAR LINER	_____	_____
FIRE SUPPRESSION SYTEM	_____	_____

FACTORY PAINT REQUIRED. PREFERENCE WILL BE GIVEN TO VEHICLES THAT ARE PAINTED NAVY BLUE AND HAVE BLUE OR GRAY INTERIOR. THIS IS FOR FLEET MATCHING PURPOSES.

VEHICLES WHICH ARE BID MUST NOT HAVE MAJOR COLLISION DAMAGE HISTORY. THIS WOULD INCLUDE DAMAGE WHICH NECESSITATED REPLACING A REAR CLIP, TOP, SIDE CENTER PILLAR(S), OR HAD MAJOR FRAME DAMAGE. ANY COLLISION DAMAGE, IF KNOWN, MUST BE NOTED ON BID WHEN SUBMITTED.

VEHICLES BID, MUST BE AVAILABLE FOR VIEWING BY DATE OF BID OPENING.



Canadian County
Purchasing

BID CHECKLIST

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**TO HELP PREVENT BIDS FROM BEING REJECTED FOR LACK OF COMPLETION
PLEASE CHECK FOR THE FOLLOWING:**

- Is the Invitation to Bid Signed and Notarized? _____
- Are all applicable spaces filled in? _____
- Are all necessary papers enclosed? _____
- Is the Bid # and Closing Date on outside of return envelope? _____

Thank You,

Sherry Murray, Purchasing Agent