



REQUEST FOR BIDS
No. 2017-001

Type A-2 Gas School Buses, 30 Passenger

Issued: March 21, 2017

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Section I Announcement

Request for Bids – Type A-2 Gas School Buses, 30 Passenger, Quantity of Two (2)

INSPIRE DEVELOPMENT CENTERS (IDC), a private non-profit organization, is requesting bids for new Type A-2 Gas School Buses, 30 Passenger, quantity of two (2). Award and resulting order will be subject to funding approval. This procurement will be financed with State funds through Department of Health and Human Services, Administration for Children and Families, Migrant Seasonal Head Start Program.

Contact Information

Inspire Development Centers, Purchasing Department
105 B South 6th Street, Sunnyside, WA 98944
Telephone: (509) 837-2225 extension 61002 Fax: (509) 839-8688
Email: Procurement@inspire-centers.org

Any inquiries or requests regarding this procurement **MUST** be submitted to the Procurement Department in writing, **preferably** via email.

Bid Deadline

All bids will be noted and stamped by time and date of submission. All vendors responding to this solicitation shall have until **4:00 PM PACIFIC STANDARD TIME ON TUESDAY, APRIL 4, 2017**, to submit a fully completed bid package. Bids received after this deadline will not be accepted.

Remittance Instructions:

Bids may be delivered or faxed to:

Inspire Development Centers, Purchasing Department
105 B South 6th Street, Sunnyside, WA 98944
(509) 839-8688



RFP No. 2017-001 Type A-2 Gas School Buses, 30 Passenger

Section II

A. Bid Specifications

1. IDC is requesting bids for the purchase of new Type A-2 Gas School Buses , 30 Passenger
2. Vehicle must meet Washington State OSPI Specification, **See Attachment A-Bid Price Specification Sheet.**
3. IDC is requesting a bid for a quantity of two (2) buses.
4. Inspire Development Centers is not a tax exempt agency, however proposed pricing should NOT include Sales Tax.
5. All prices shall be F.O.B. Destination, delivery address is 1100 South 4th Street, Sunnyside, WA 98944.
6. Bid award and resulting order is subject to funding approval.
7. If only partially funded, IDC reserves the right, to modify the quantity the final order.
8. Bid must state estimated Lead Time.
9. IDC will issue a purchase order and remit full payment upon delivery, bid must identify any additional payment terms.
10. Pricing must be valid for sixty (60) days from the date bid is received.

B. General Requirements

This procurement will be conducted in accordance with the Inspire Development Centers (IDC) Procurement Policies and Procedures, OMB Circulars and applicable grant regulations. The bids will be kept confidential. Inspire is a private non-profit organization which adheres to its internal control policies and procedures. It is not the practice of INSPIRE to disclose bids/bids submitted in response to requests which may or may not infringe upon confidential business practices of individual businesses.

Bid Award

Bid will be evaluated and selected based on ability to meet required specifications, cost and lead time.

Preference (not priority) is given to the following types of contractors, providing this involves no sacrifice in quality, service, or price; Contractors who are historically underutilized (small, minority, and/or women owned business); Contractors, to the extent practical and economically feasible, that provide products and services that conserve natural resources, protect the environment and are energy efficient; Contractors, to the extent practical and economically feasible, that provide products and services dimensioned in the metric system.

Laws and Regulations

The prospective contractor must be licensed in the State and Community for which they are proposing to provide services. The prospective contractor is assumed to be familiar with all Federal, State, County and City laws, codes, and regulations which in any manner affect those engaged or employed in the work, or the materials and equipment used in the proposed services or which in any way affect the conduct of work, and no pleas of misunderstanding will be considered on account of ignorance thereof.

Interpretation of Bid Documents

Prospective contractor's contemplating submitting bids who are in doubt as to the true meaning of any part of the bid documents, or find discrepancies in or omissions from this bid document shall submit to IDC in a written request for an interpretation or correction thereof. Such requests shall be submitted and received not later than seven (7) days prior to the date specified as the deadline to submit. Any interpretation or correction of the bid documents will be made in writing by addendum duly posted on the Inspire website. Inspire will not be responsible for any other explanation or interpretation of the bid documents.

Rejection of Bids

IDC reserves the right to reject any bid which omits any one or more items for which bids are required; any bid which omits prices; or any bid, that in the opinion of Inspire Development Centers, does not meet the special requirements specified in this Request for Bids. Inspire, at its sole discretion, reserves the right to reject any or all bids at any time prior to the execution of a contract at no penalty.

Ownership of Bids

All bids and accompanying documentation become the property of IDC and will not be returned.