

TOWN OF NEWTOWN, CONNECTICUT

INVITATION TO BID

Sealed bids will be received at the office of the Financial Director, **3 Primrose Street**, Newtown, Connecticut 06470, until but no later than **11:00 am, Monday, June 18, 2012:**

Cover: **2013 AWD CHEVY EQUINOX OR 2013 4WD FORD ESCAPE**

The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown. The Town of Newtown is an Affirmative Action Employer-MBE/WBE are encouraged to bid.



E. Patricia Llodra
First Selectman



Robert G. Tait
Financial Director

PURCHASING AUTHORITY

TOWN OF NEWTOWN PURCHASING AUTHORITY
INSTRUCTIONS TO BIDDERS

1. Submit bids in a sealed envelope plainly marked to identify the particular bid. It is the sole responsibility of the bidder to see that the bid is in the hands of the proper authority prior to the bid opening time.
2. Withdrawals of, or amendments to bids received later than the time and date specified for bid opening will not be considered.
3. The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids, or proposals; to waive any technicality in any bid, or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown, Connecticut.
4. Bidders may be present at the opening of the bids.
5. Bids may be held by the Town of Newtown for a period not to exceed thirty (30) days from the opening of the bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.
6. Bids must be submitted on the Sealed Bid Request form enclosed at the end of this packet. All items must be filled in (unit cost, trade-in for each unit, etc.). Failure to comply with this requirement will automatically void the bid.
7. Trade-ins, when indicated, will be listed on the Sealed Bid Request form. The Town of Newtown reserves the right to trade all, some or none of the vehicles listed as deemed in the best interest of the Town. Bidders may submit a bid on the new vehicles with or without trade-ins or may submit bids on the trade-ins only, either individually or by lot. Trade-ins must be detailed individually as indicated on the Sealed Bid Request form. Trade-ins may be used in determining the lowest responsible bid.
8. Prior to awarding any contract exceeding \$25,000.00 for the construction, alteration, or repair for any public building or public work, a labor or materialmen's bond must be furnished by the person to whom the contract is awarded.
9. The Town may consider proximity of the vendor's service as a factor in determining lowest price and reserves the right to award in whole or part to one or more vendors.
10. The Town agrees to pay for all equipment within thirty (30) working days after the equipment has been accepted and claim (invoice) presented.
11. Bid Security when required must be by a **certified check or letter of credit** for five percent (5%) of the total bid, payable to the Town of Newtown.
12. Performance Bond when required must be by a **certified check or letter of credit or performance bond** for one hundred percent (100%) of the total bid. Surety companies and banks must be satisfactory to the Town of Newtown.
13. The successful bidder will be required to post a Certificate of Insurance, with the Town of Newtown named as additional insured, in an amount to be determined by the Town of

DIRECTIONS:

To the new Municipal Center, Town of Newtown, 3 Primrose Street:

From I-84 East and West: Take Exit 11. At end of ramp take a left at light onto Wasserman Way. At next light take a left onto Trade's Lane. At stop sign take a right onto Keating Farms Rd. At next stop sign take a left onto Simpson Street. We are the 2nd building on the left.

From RT. 25 Northbound: At intersection of RT. 25 and Mile Hill South take a right at the light. At the next light take a right onto Trade's Lane. At stop sign take a left on to Keating Farms Road. At next stop sign take a left onto Simpson Street. We are the 2nd building on the left.

From RT. 25 Southbound: At intersection of RT. 25 and Mile Hill South take a left at the light onto Mile Hill South. At the next light take a right onto Trade's Lane. At stop sign take a left on to Keating Farms Road. At next stop sign take a left onto Simpson Street. We are the 2nd building on the left.

NOTE: If you are using a GPS, use 28 Trades Lane as the reference road. This will bring you into the Fairfield Hills Complex.



TOWN OF NEWTOWN

DEPARTMENT OF PUBLIC WORKS

4 Turkey Hill Road
Newtown, CT 06470
203-270-4300

Specification- 2013 AWD Chevy Equinox or 2013 4WD Ford Escape

	<u>Comply</u>	<u>Exclude</u>
1. <u>Engine</u>		
• 2.0 Liter four cyl. minimum	_____	_____
2. <u>Transmission</u>		
• 6 speed automatic	_____	_____
3. <u>Front axle/suspension</u>		
• Four wheel drive or All wheel drive	_____	_____
• Independent strut type	_____	_____
4. <u>Rear suspension</u>		
• Multi link independent	_____	_____
• Stabilizer bar	_____	_____
5. <u>Brakes</u>		
• Four wheel disc with anti lock brake system	_____	_____
6. <u>Wheels and tires</u>		
• 17 inch aluminum wheels	_____	_____
• Full size spare tire with wheel	_____	_____

7. Interior

Comply

Exclude

- Manual air conditioning
- Power windows
- Auxiliary power points
- AM/FM stereo with CD
- Seating capacity five
- Factory floor mats front and rear

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

8. Exterior

- Front variable intermittent wipers
- Rear wiper/washer
- Factory mud flaps front and rear
- Color: Blue

_____	_____
_____	_____
_____	_____
_____	_____

9. Warranty

- 36months/36,000 miles bumper to bumper
- Drive train 5 years/100,000 miles
- Provide extended warranty choices and pricing

_____	_____
_____	_____
_____	_____

10. Miscellaneous

- Vehicle must be delivered meeting all Federal and State Emission codes and a full tank of fuel

_____	_____
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