



BID #24-1019

Purchase of Wheelchair
Accessible Vans

Sacramento City Unified School District
Purchasing Services
5735 47th Ave.
Sacramento, California 95824
(916) 643-9460

Sacramento City Unified School District
Purchase of Wheelchair Accessible Vans
BID #24-1019

TABLE OF CONTENTS

	Page #
Bidder Information Sheet	2
Notice to Bidders	3
Table of Contents	4
Bidders Checklist	5
General Terms and Conditions	6
Special Conditions and Instructions	13
Bid Form (Price Sheet)	15
Bid Form # 2 Exceptions to Specifications	17
Bid Form # 3 Vendor Application	18
Non-Collusion Declaration	19
Authorized Vendor Signature	20
Piggyback Clause	21

Sacramento City Unified School District
Purchase of Wheelchair Accessible Vans
BID #24-1019

Bidder's Checklist

Bidder Name _____

Submit this Bidders Checklist with your bid document. Failure to submit this Checklist at bid opening may deem your bid as non-responsive.

Required items	Page
Bidder's Checklist (this form)	5
Special Conditions and Instructions	13
Bid Form (Price Sheet)	15
Bid Form # 2 Exceptions to Specifications	17
Bid Form # 3 Vendor Application	18
Non-Collusion Declaration	19
Authorized Signature	20
Piggyback Clause	21

Sacramento City Unified School District

Sacramento City Unified School District
Purchase of Wheelchair Accessible Vans
BID #24-1019

6. ASSIGNMENT OF CONTRACT OR PURCHASE ORDER – The bidder(s) shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of the surety on the bond, if any, and the District.
7. BID NEGOTIATIONS – A bid response to any specific item of this bid with terms such as “negotiable”, “will negotiate” or of similar intent, will be considered as non-responsive to the specific item.
8. PRICES – Prices should be typed and shown as instructed on the bid form for each item, in the amount of quantity specified in the bid form. Taxes shall not be included. Errors may be crossed off and corrections made prior to bid opening only, and must be initialed in ink by the person signing the bid or bidder’s authorized representative. If during the contract period there should be a decrease in prices of the items bid, a corresponding decrease in prices on the balance of the deliveries shall be made to the District for as long as the lower prices are in effect, but at no time shall the prices charged the District exceed the prices bid. The District shall be given the benefit of any lower prices which may, for comparable quality and delivery be given by the contractor to any other school district or any other state, county, municipal or local governmental agency in Sacramento County for products listed herein.
9. TAXES – Taxes shall not be included in unit prices. The District osP(II)-3BT/F1r

Sacramento City Unified School District
Purchase of Wheelchair Accessible Vans
BID #24-1019

of Purchasing Services to be equal in all respects to that specified. If samples are

Sacramento City Unified School District
Purchase of Wheelchair Accessible Vans
BID #24-1019

shall remain open and valid and subject to acceptance for ninety (90) calendar days after the bid opening.

Sacramento City Unified School District
Purchase of Wheelchair Accessible Vans
BID #24-1019

Sacramento City Unified School District
Purchase of Wheelchair Accessible Vans
BID #24-1019

deliver, etc.), the successful bidder shall accept charges for such calls on a reverse charge basis.

L. Contract Documents – The

Sacramento City Unified School District
Purchase of Wheelchair Accessible Vans
BID #24-1019

Bidder Name: _____

Special Conditions and Instructions

Sacramento City Unified School District (District) is seeking bidders who can supply and furnish new wheelchair accessible vans. This is a one (1) year bid with option to extend for two (2) one-year terms. Pricing must be guaranteed for one (1) year from date of award. Award will be based on price, discounts / incentives for early payment.

Delivery for all vehicles is FOB: Sacramento City Unified School District (address TBD)

The amounts listed are estimates, the District may purchase more or less as determined by department needs.

Submit one (1) unbound original signature and three (2) bound copies, failure to provide may deem your bid non-responsive.

NOTE: In the event that anything in these Special Conditions is in conflict with a requirement of the General Conditions, the Special Conditions shall supersede.

1. BIDDER QUALIFICATIONS – The bidder shall be an authorized dealer/distributor or manufacturer of the equipment. Bidder shall be regularly engaged in the sale of equipment, parts, and services of the type and kind proposed to be furnished, and shall demonstrate service capability with factory trained personnel. Bidder shall submit

Sacramento City Unified School District
Purchase of Wheelchair Accessible Vans
BID #24-1019

Sacramento City Unified School District
Purchase of Vehicles – Nutrition and Operation Services Departments
BID # 150702

Sacramento City Unified School District
Purchase of Vehicles – Nutrition and Operation Services Departments
BID # 150702

B. (5) Ea. Manufacturer or Dealer Rebates / Discounts (if applicable) \$ _____ \$ _____

ADDITIONAL FEES (Please list):

_____ \$ _____ \$ _____

_____ \$ _____ \$ _____

_____ \$ _____ \$ _____

SALES TAX (8.75%) \$ _____

TOTAL PRICE (inclusive of all fees): \$ _____

WARRANTIES (please provide warranty information; attach separate pages(s) as needed):

LEAD TIME UPON RECEIPT OF PURCHASE ORDER: _____

Sacramento City Unified School District
Purchase of Vehicles – Nutrition and Operation Services Departments
BID # 150702

Bid Form # 3

VENDOR APPLICATION

Legal Business Name: _____

DBA Name: _____

Mail Address: _____

Remit Address: _____

Order Department Phone: _____ Fax Number: _____

Customer Service Department Phone: _____ Fax Number: _____

Credit Department Phone: _____ Fax Number: _____

Federal ID or SS Number: _____

Payment Term: _____

Commodity/Service Type(s) /Construction License Class: _____

SCUSD is governed by district policies and California state and federal regulations.

Signature: _____ Date: _____

Sacramento City Unified School District
Nutritional Services, Paper and Tray Products
BID # 150702

NONCOLLUSION DECLARATION TO BE EXECUTED BY AND SUBMITTED WITH BID

I, _____, declare that I am the party making the foregoing proposal, that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the proponent has not directly or indirectly induced or solicited any other proponent to put in a false or sham proposal and has not directly or indirectly colluded, conspired, connived, or agreed with any proponent or anyone else to put in a sham proposal, or that anyone shall refrain from responding; that the proponent has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix any overhead, profit, or cost element of the proposal price, or of that of any other proponent, or to secure any advantage against the public body awarding the Contract of anyone interested in proposed Contract; that all statements contained in the proposal are true, and, further, that the proponent has not, directly or indirectly, submitted his or her proposal price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date

Name of Vendor

Printed name of Authorized Company Representative

Signature of Authorized Company Representative

Sacramento City Unified School District
Purchase of Vehicles – Nutrition and Operation Services Departments
BID # 150702

Authorized Vendor Signature

Proposal Submitted by:

