



July 12, 2012

**STATE OF ALABAMA
COUNTY OF SHELBY**

Sealed Bids for 2012/2013 Ford Escape

Sealed bids for a 2012/2013 Ford Escape will be received in the office of the County Manager, Shelby County Administration Building, 200 West College Street in Columbiana, Alabama 35051 (mailing address: P. O. Box 467), until **2:30 p.m. July 24, 2012** at which time bids will be publicly opened and read. The Shelby County Commission reserves the right to reject any or all bids and to waive informalities in awarding this bid to the lowest bidder. Bidders are to state that bids submitted are firm and that no claims for errors will be made after bids are opened and subsequent thereof. If you have any questions concerning this bid, please contact Kim Reynolds at kreynolds@shelbyal.com.

GENERAL INFORMATION

All bidders must use our form for submitting their bids. All bids must be sealed and marked in the lower left corner "**BID – Ford Escape**" with opening date and time. Late bids will not be opened.

Records showing successful bidder(s) and prices quoted will be placed on file and may be examined upon request. If contract is awarded to someone other than lowest bidder, a note of explanation will appear in the file and Commission Minutes.

Use of trade names and numbers shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition.

Prices must be valid for a period of one 180 days from date of bid award. This contract may be renewed for up to three (3) years from the initial award date upon the agreement of both parties

All pricing shall include delivery to Columbiana, Alabama.

Any entity of Shelby County Commission may purchase from this bid.

Shelby County requires a purchase order for all purchases. Copies of purchase orders shall be required by vendor for orders to be processed and invoices paid.

DISQUALIFICATION OF BIDS

Bids may be disqualified before awarding of the contract for any of the following:

- A. Failure to mark envelope as required;
- B. Failure to sign or notarize the bid document;
- C. Failure to include requested information or other details of the bid

METHOD OF AWARD

The award will be made to the lowest responsive bidder meeting specifications. It is not the policy of The Shelby County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, purpose for which required, terms of delivery, and past service and experience are among the factors that may be considered in determining the responsive bidder.

The Shelby County Commission reserves the right to award separate contracts for each item, each product, or any combination of products if in the best interest of the Shelby County Commission.

Please include one original bid response and two copies in your submittal.

All awarded vendors must provide Immigration Law Compliance Documents found on the Shelby County website at www.shelbyal.com.



Alex Dudchock
County Manager

BID FORM

SHELBY COUNTY COMMISSION FORD ESCAPE

- All pricing must include shipping
- 5 Passenger SUV
- 4 Cyl Engine, Auto Transmission, A/C
- 4 Wheel, ABS, Tilt & Cruise, Power Locks and Windows

Price: _____ Year: _____

Options Pricing:

942 Daytime Running Lights \$ _____

187 Step Bars \$ _____

All Weather Mats \$ _____

Upgrade 4 Cyl to 3.0L V6 FFV \$ _____

Exterior Color: UP: Gold Leaf

Interior Color: Camel

2 or More Vehicles will be purchased.

The undersigned offers these prices, terms and delivery as per stated specifications.

Name of Company: _____

Signature: _____

Printed Name: _____

Address: _____

Phone: (Include area code) _____

Email Address: _____

Sworn to and subscribed before me this

The _____ day of _____, 2012

Notary Public

My Commission Expires: _____.