



**CITY OF TAYLORSVILLE
REQUEST FOR PROPOSALS
VARIOUS TIRES FOR CITY VEHICLES**

GENERAL INSTRUCTIONS

PROPOSAL NUMBER 11-02

DUE: FEBRUARY 11, 2011 @ 3:00 P.M.

The City of Taylorsville will accept quotes for various tires for use on City vehicle's in accordance with the attached specifications and requirements.

1. PREPARATION OF PROPOSALS

- a. Submit quotes using the enclosed **QUOTE PROPOSAL FORM** that accompanies this request. All quotes shall be submitted in a clear, concise and legible manner to permit proper evaluation of responsive quotes. Any corrections, erasures or other changes to a quote proposal shall be initialed by the proposer.
- b. You may also submit under separate cover with your proposal, any samples of reports and documents that are necessary to meet the requirements of this request should a purchase order be awarded.
- c. No oral, telephonic, or faxed quotes shall be considered. Corrections, deletions, or additions to quotes may be made by sealed correspondence provided that correspondence is received prior to the designated due date and time noted above. No telephone corrections, deletions, or additions will be accepted.
- d. The City reserves the right to reject any or all bids, and to waive any or all formalities in connection therewith.

2. PROPOSAL SUBMISSION

- a. Proposals are to be submitted in a sealed envelope and addressed as follows:

Quote 11-02 – Due February 11, 2011 @ 3:00 p.m.
Attention: Patricia Kimbrough
City of Taylorsville
2600 West Taylorsville Blvd.
Taylorsville, Utah 84118

(PLEASE INCLUDE THREE COPIES OF YOUR PROPOSAL)

- b. Please be advised that the person signing the quote must be authorized by your organization to contractually bind your company with regard to prices and related contractual obligations for the subject project.

3. DUE DATE

a. Proposals shall be received by the City of Taylorsville before or on February 11, 2011 at 3:00 p.m. No late proposals will be accepted.

4. CITY OPTIONS

a. The City of Taylorsville reserves the right to reject any and all proposals and does not bind itself to accept the lowest quote or proposal. The City reserves the right to ask for new proposals in whole or in part, or to reject any or all proposals, or any part thereof, and to waive any requirements, irregularities, technical defects or service therein when it is deemed to be in the best interest of the City. The City anticipates selecting one or more of the responding Proposers, but there is no guaranty that any responding Proposer will be selected. Responses will be placed in the public domain and become public records subject to examination and review by any interested parties in accordance with the Government Record Access Management Act (UTAH CODE ANN. § 63-2-101, *et seq.*).

b. If a proposal does not meet or better the required specifications and requirements requested on all points, that information must be outlined in a letter attached to the proposal, otherwise it will be presumed that the quote as proposed is in accordance with the required specifications.

5. TAXES

a. All purchases made by the City of Taylorsville, and associated with the award of this requirement shall be tax exempt. Any taxes must not be included in the prices. A City Tax Exemption Certificate shall be furnished upon request.

6. PRICING

a. Special consideration will be given to responses with extended firm price dates. The City is always interested in any and all cost reduction opportunities.

b. You are requested to quote on any or all items. The City reserves the right to make awards on an item-by-item bases or as a total award.

c. The City reserves the right to order in amounts on an as needed basis.

d. If/when discounts for multiple unit pricing are available, you may submit quotes for multiple unit orders in addition to the unit pricing requested on the Proposal Form. Multiple unit quotes shall be submitted as a separate attachment to the quote.

7. HOLD HARMLESS CLAUSE

Proposer agrees to indemnify, hold harmless and defend the City from and against any and all liability for loss, damage or expense which the City may suffer or for which the City may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under an agreement with the City, whether or not due in whole or in part of any act, omission or negligence of the City or any of his representatives or employees.

8. WORK REGULATIONS AND STANDARDS

All work activities performed in association with this request must be performed and completed for the City in accordance with current Federal and State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations.

9. WARRANTY

Selected proposer agrees to provide all warranties related to the items sold to the City of Taylorsville and will provide copies of all warranties upon request from the City.

10. DELIVERY

Additional charges for delivery (if any) are to be quoted on the Proposal Form.

11. INQUIRIES

a. All inquiries regarding this request shall be answered up to the close of business on February 4, 2011 after which time no additional questions will be accepted. To ensure consistent interpretation of certain items, answers to questions the City deems to be in the interest of all proposers will be made available on the City website at www.taylorsville.ut.gov. Inquiries may be directed via email to Patricia Kimbrough at pkimbrough@taylorsvilleut.gov.

12. INVOICES

All invoices shall be sent to: Accounts Payable Department
City of Taylorsville
2600 West Taylorsville Blvd.
Taylorsville, Utah 84118

**CITY OF TAYLORSVILLE
REQUEST FOR PROPOSALS (RFP)
VARIOUS TIRES FOR CITY VEHICLES**

QUOTE NUMBER 11-02

DUE: FEBRUARY 11, 2011 @ 3:00 P.M.

THE UNDERSIGNED AFFIRMS AND DECLARES that this quote is executed by said proposer with full knowledge and acceptance of the Specifications, Requirements, Terms and Conditions contained herein and with complete understanding and full compliance with all requirements.

Price Shall Remain Firm to _____ 2011.

Tires for cars, pick-up trucks, buses, vans:

Item	Description/Size	Make	Unit Price	Delivery	Total Price
1.	22/70r17 98h	Impala's			
2.	265/70r17	Trucks			
3.	235/55r17 98w	Crown Vic's			
4.	225/60r16	Camry's			
5.	225/50r17	Fusion			

6. Computerized Fleet Management Program with the capabilities to track the fleet and the cost and a break down of the cost per mile for each vehicle.

Cost: _____

7. Provide a monthly service record on the activity of all vehicles serviced with vehicle number and name of the employee who serviced the vehicle.

Cost: _____

The undersigned understands that the City may select all or any segregated Services for the separate amount set forth. The undersigned represents that he is an authorized agent of the proposer and that this proposal is made in good faith, without collusion or connection with any other person or persons submitting proposals.

Respectfully Submitted This _____ Day of _____ 2011.

PROPOSER: _____

By: _____

Its: _____

Address: _____

Email: _____

Telephone: _____ **Cell Phone:** _____