

# **Curry County**

**Invitation for Bid No. 2012/13 – 01**

## **Diesel for Curry County Road Department**

**Bid Opening Date and Time:**

**Thursday, July 5, 2012**

**2:00 p.m.**

**Bids Submitted To:**

**Curry County Administration**

**700 N. Main Street, Suite 10**

**Clovis, NM 88101**

**Attn: Purchasing Agent**

**Bids must be submitted in a sealed  
envelope that is clearly marked**

**“Bid No. 2012/13-01**

**- Do Not Open”**

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The County of Curry is soliciting bids for the purchase of No. 2 Low Sulfur Diesel Fuel in bulk for off-road use by the Curry County Road Department. The fuel must be winterized during cold months at no additional cost. The price must be F.O.B. the Curry County Road Barns at Clovis, Melrose and Broadview.

The price of the diesel fuel to Curry County, per gallon, will be determined in the following manner:

1. Vendor cost (rack price), plus
2. Freight, plus
3. Super Fund charge (if any), plus
4. NM Load Fee (if any), plus
5. Miscellaneous fees, plus
6. Profit Margin.

The successful bidder must supply documentation which verifies the proof of the cost (rack price), when submitting the monthly statement to Curry County. Copies of rack invoices verifying the cost for each week will be acceptable. The freight per gallon and the vendor profit per gallon, as bid in the specifications, will remain constant during the entire contract period. Curry County is exempt from all Federal excise taxes.

Bids must be good for a minimum of thirty days after the bid opening date. The vendor must submit monthly statements to the Curry County Accounting Department for payment, summarizing the account activity, if any, for the previous month. Payment will be made monthly.

**Delivery:** Diesel fuel delivery is expected to occur every Tuesday and Friday, and as needed by the Road Department.

**Variations:** Any variations from, or exceptions to, the conditions and specifications of this bid shall be listed on a separate sheet labeled "Exception(s) to Bid Conditions", and shall be attached to the bid proposal.

**Quotation Sheet:** Bidders shall use the attached Quotation Sheet to submit their bids. The Quotation Sheet must be signed.

**New Mexico Bidder's Preference:** Credit will be given to bidders with a New Mexico Bidder's Preference Number according to the provisions of Section 13-1-21, NMSA, as amended. Such number must appear on the Quotation Sheet in the space provided in order to receive the preference.

**Bid Opening:** Competitive sealed bids will be accepted until **Thursday, July 5, 2012 at 2:00 p.m.** in the Curry County Purchasing Office in the Curry County Court House, Clovis, New Mexico. At that time, the bids will be opened and read aloud.

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**County Reservations:** Curry County reserves the right to reject any or all bids, to waive any technicalities, to accept in whole or in part, such bid or bids as may be deemed in the best interest of the County.

**Notice:** The New Mexico Procurement Code, Sections 13-1-28 through 13-1-199 NMSA 1978, as amended, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kick-backs.

**Sealed Bids:** The sealed bids must be clearly marked as follows: **“Bid No. 2012/13 – 01 Do Not Open”**.

**Inquiries:** Questions concerning this invitation to bid should be directed to Lee Ann Hutchins, Finance Director/Purchasing Agent at (575)763-6016. Questions concerning the specifications included in this invitation to bid should be directed to the Road Superintendent at (575)762-1501.

## Quotation Sheet

Cost per gallon	<u>rack price</u>
Freight per gallon	_____
Super Fund Charge per gallon	_____
NM Load Fee per gallon	_____
Miscellaneous Fee per gallon	_____
Profit per gallon	_____
<b>TOTAL PRICE PER GALLON</b>	_____

**Note: The bid will be awarded based upon the freight, Super Fund, NM Load Fee, Miscellaneous Fee and Profit per gallon.**

Firm Submitting Bid: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

New Mexico Bidder's Preference Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_