



THIS IS NOT AN ORDER

REQUEST FOR QUOTATION: #15-1912GE
AUTOMOTIVE BULBS AND ANCO WIPER BLADES

MANATEE COUNTY
PURCHASING OFFICE
1112 MANATEE AVENUE WEST, SUITE 803, BRADENTON, FL 34205
ATTENTION: George Earnest CPPB, Buyer
PHONE (941) 749-3044
FAX (941) 749-3034

**Please Respond to Quote Via FAX, 941-749-3034, Attention: George Earnest or
Email to: george.earnest@mymanatee.org**

DESCRIPTION

Manatee County invites your participation in the following quotation. The specifications stated herein are minimum requirements. All quotes submitted must be in accordance with the General Conditions and Specifications.

DATE DUE: WEDNESDAY, AUGUST 19, 2015 by 3:00 P.M.

Authorization to Release: 

GENERAL CONDITIONS AND SPECIFICATIONS

PURPOSE

It is the intent of Manatee County to purchase automotive bulbs and ANCO wiper blades on an "as required" basis. It is the specific purpose of this quote to establish a Blanket Purchase Order to secure the cost and availability of the items as specified herein. Release Orders shall be issued from the Blanket Purchase Order for individual orders of supplies. The Blanket Purchase Order agreement will become active October 1, 2015.

SPECIFICATIONS

Brand names as listed on the Quote Response Form are required. **No substitutions will be accepted.**

CLARIFICATION

It shall be the responsibility of all vendors to request via fax or email any additional clarification of the contents herein. Clarification will be furnished by written addendum from George Earnest of the Purchasing Office. Vendors shall not accept any verbal or telecommunication explanation as authorized clarification of the contents herein.

TAXES

Manatee County is exempt from Federal and State Sales Taxes.

QUALITY GUARANTEE AND REMEDIAL CLAUSE

If any product does not meet specifications or does not produce the results required of the product, the contractor will be required to replace, at no extra cost to the County, any and all products involved.

WARRANTY

All work, materials, and equipment furnished as defined herein shall be guaranteed and warranted by the supplier for a minimum period of one (1) year, unless otherwise specified, from final acceptance by the County to be free from defects due either to faulty materials or equipment or faulty workmanship. The County shall, following discovery thereof, promptly give written notice to the supplier within the period of the guarantee and the supplier shall promptly replace any part of the faulty equipment, material, or workmanship at his own cost. The supplier shall supply the County with all written warranty information and shall file all warranty and labor claims on behalf of the County.

TERM

The term of this quote will be for a one-year period with an automatic extension of the agreement for three (3) additional one-year periods for a possible total of four (4) years. Pricing shall be firm for the first year. Price adjustments will only be considered within 90 days of any one-year renewal period date (October 1) after the first year. Written notice of intention not to renew must be submitted by the County or Vendor choosing not to exercise this automatic renewal ninety (90) days prior to the end of any contract period. Any extensions of this agreement beyond the three year term shall be with mutual consent only and adhere to the terms and conditions of this RFQ.

INVOICES & PAYMENTS

Each delivery must have a written delivery ticket detailing the items, Blanket Purchase Order number, Release Order Number and date of delivery to be left with the County. All invoices shall be itemized to match the delivery ticket and match the pricing per the RFQ.

RESERVED RIGHTS

The County reserves the right to accept or reject any or all quotes, to waive irregularities and technicalities, and to request resubmission. Also, the County reserves the right to accept all or any part of the quote and to increase or decrease quantities or add related items to meet additional or reduced requirements of the County. Any sole response received by the first submission date may or not be rejected by the County depending on available competition and current needs of the County. A sole response under these circumstances may be negotiated toward acceptance by the County.

QUANTITIES

The exact quantities of the required supplies cannot be determined at this time, but approximated past annual usage is indicated on the Quote Response Form. This RFQ award may result in similar quantities of purchases; however, this is not guaranteed. Release Orders shall be issued on an **as required** basis; covering all or part of the specified items on Quote Response Form.

AWARD

Award shall be made to the responsive and responsible quoter having submitted the lowest total extended price (all or none) on the Quote Response Form. **Suppliers must quote a price for each item to be eligible for award.** The County reserves the right to make multiple awards or to select the supplier offering availability of the most items in case no supplier can provide all of them.

END OF GENERAL CONDITIONS AND SPECIFICATIONS

MINIMUM TECHNICAL SPECIFICATIONS

Manatee County operates and maintains a fleet of approximately 1,500 automobiles, light trucks, medium trucks, vans, ambulances, HD trucks, construction equipment, AG tractors, mowers, marine and various small engine equipment. These are products of numerous manufacturers, including but not limited to Ford, Chevrolet, Dodge, Toyota, Jeep, International, Freightliner and Sterling. This quote is intended to cover only items "stocked" by the County. Only ANCO wiper blades will be accepted, no substitutions allowed.

Non-stock items in each group may be purchased based on same percentage discount for that group.

The County may add or delete parts throughout the term of this contract as needed.

Whenever possible, quantities will be ordered in standard packaging.

QUALITY

Parts delivered will be premium first line quality material, and must meet or exceed original equipment manufacturers (OEM) specifications. No white box or second line material will be acceptable. Where there is a question or a concern regarding the quality of parts and material, the County will make the final determination as to the suitability.

AVAILABILITY

It is the intent of Manatee County to procure parts from sources that will provide prompt and convenient shipment and service, maintain sufficient inventories necessary to ensure delivery of 90% of items ordered within twenty-four (24) hours, and 100% within seventy-two (72) hours of the order, excluding Saturdays, Sundays and holidays. Failure of a vendor to comply with these requirements may be cause for termination.

DELIVERY REQUIREMENTS

Deliveries shall be made to the following locations and all prices must be quoted F.O.B. Destination to each County site as follows:

Manatee Services 1100 26 th Avenue East Bradenton, FL 34208	County Fleet	Manatee Services 4700 66 th Street West Bradenton, FL 34210	County Fleet	Manatee Services 3055 Lena Road (Landfill) Bradenton, FL 34202
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OBSOLESCENCE – RETURNS

Successful vendor agrees to take back obsolete or unused parts and supplies provided they are in re-saleable condition. Full credit shall be issued for obsolete or unused parts and supplies.

PRICING

Prices shall be firm for one year. Prices quoted shall include shipping FOB Destination and shall include all costs associated with supplying the products as ordered and specified. The County prohibits the use of fuel surcharges.

Vendors shall return their quote on the attached Quotation Form based on percentage discount off current jobber price lists. Two current jobber price lists for each item quoted must be included with the quote. Although copies of the most recent jobber price lists shall be submitted with the quote, it is preferred that the price lists be available through the duration of the contract either on the Internet or a CD supplied by the vendor.

The brand name of the product listed is the brand the vendor must supply for the duration of the contract, unless the vendor submits a written request for approval by the County. The Quotation Form contains a representation of purchased products for quote evaluation purposes only. Items listed on the Quotation Form are standard stock, high-use items. Other items in each Group may be purchased based on the same percentage discount for that Group.

Items quoted on the Quotation Form must be priced in accordance with the percent discount vendor offers, applied to the price listed in the jobber price listing. Any deviation from this method of pricing will render the quote non-responsive.

The latest revision of price sheets shall be in the County's possession before any price increase will be considered.

MANDATORY PERFORMANCE REQUIREMENTS

Prior to contract award, any quoter may be required to show that they have the necessary facilities, equipment, ability and financial resources to perform in a satisfactory manner and within the time specified, and that they have references which will satisfy the County. These requirements may be satisfied by completing the Reference Form, attached.

INSPECTION

The County reserves the right to inspect the vendor's place of business and equipment prior to the awarding of any contract for the purpose of determining responsibility as to the terms and conditions as set forth herein.

INSURANCE REQUIREMENTS

All suppliers shall submit a copy of their Worker's Compensation insurance certificate with their quote. The levels of coverage shall meet or exceed the statutory limits of Florida Statutes, Chapter 440 and all Federal Government Statutory Limits and Requirements

END OF MINIMUM TECHNICAL SPECIFICATIONS

QUOTATION RESPONSE FORM (4 pages)

RFQ #15-1912GE, AUTOMOTIVE BULBS AND ANCO WIPER BLADES
DATE DUE: WEDNESDAY, AUGUST 19, 2015 by 3:00 P.M.

FAX your quote to (941) 749-3034 or email to george.earnest@mymanatee.org.

We, the undersigned declare that we have reviewed the quote documents and with full knowledge and understanding of the, herewith submit our quote.

We propose to furnish automotive bulbs and ANCO wiper blades on an **as required** basis to include material, labor and freight F.O.B. Destination, as specified herein, at the following prices:

Contact Name	Contact Phone	
Contact Email Address		
Company Name	Phone Number	Fax Number
Address	City, State, Zip	
Authorized Signature	Print Name and Title of Signer(s)	
Date		
Acknowledge Addendum No.(s)	Addendum Date(s)	

GROUP 1: WIPER BLADES, ANCO BRAND ONLY – NO SUBSTITUTIONS

ANCO Part #	Estimated Annual Quantity	Vendor Cost or Published Price	Percentage Markup or Discount	Unit Price	Extended Price
31-14	50	\$	%	\$	\$
31-16	60	\$	%	\$	\$
31-18	300	\$	%	\$	\$
31-20	450	\$	%	\$	\$
31-22	1200	\$	%	\$	\$
31-24	75	\$	%	\$	\$
50-26	100	\$	%	\$	\$
50-32	70	\$	%	\$	\$
52-18	20	\$	%	\$	\$

ANCO Part #	Estimated Annual Quantity	Vendor Cost or Published Price	Percentage Markup or Discount	Unit Price	Extended Price
57-14	140	\$	%	\$	\$
57-22	100	\$	%	\$	\$
C20PB	140	\$	%	\$	\$
C22PB	140	\$	%	\$	\$
ANCO Wiper Blades: GROUP 1 SUBTOTAL (Sum of Extended Prices)				\$	

GROUP 2: BULBS – SUBSTITUTIONS ALLOWED

Bulb Part #	Estimated Annual Quantity	Vendor Cost or Published Price	Percentage Markup or Discount	Unit Price	Extended Price
1255H1 55W	20	\$	%	\$	\$

Bulb Part #	Estimated Annual Quantity	Vendor Cost or Published Price	Percentage Markup or Discount	Unit Price	Extended Price
BP1255/H11	40	\$	%	\$	\$
795D	10	\$	%	\$	\$
H4651	12	\$	%	\$	\$
H4656	36	\$	%	\$	\$
H6024	12	\$	%	\$	\$
H6054	36	\$	%	\$	\$
9006	50	\$	%	\$	\$
9006XS	50	\$	%	\$	\$
9007	25	\$	%	\$	\$
9008	40	\$	%	\$	\$
Automotive Bulb: GROUP 2 SUBTOTAL					
(Sum of Extended Prices)				\$	
TOTAL OFFER (Sum of Group 1 & 2 Subtotals)				\$	

END OF QUOTE RESPONSE FORM