

STANDARD BID CONDITIONS

H-11-061H

1. **ACCEPTANCE AND REJECTION:** The Arkansas State Highway and Transportation Department (AHTD) reserves the right to reject any or all bids, to accept bids in whole or in part (unless otherwise indicated by bidder), to waive any informalities in bids received, to accept bids on materials or equipment with variations from specifications where efficiency of operation will not be impaired, and to award bids to best serve the interest of the State.
2. **PRICES:** Unless otherwise stated in the Bid Invitation, the following will apply: (1) unit prices shall be bid, (2) prices should be stated in units of quantity specified (feet, each, lbs., etc.), (3) prices must be F.O.B. destination specified in bid, (4) prices must be firm and not subject to escalation, (5) bid must be firm for acceptance for 30 days from bid opening date. In case of errors in extension, unit prices shall govern. Discounts from bid price will not be considered in making awards.
3. **BID BONDS AND PERFORMANCE BONDS:** If required, a **Bid Bond** in the form of a cashier's check, certified check, or surety bond issued by a surety company, in an amount stated in the Bid Invitation, must accompany bid. **Personal and company checks are not acceptable as Bid Bonds.** Failure to submit a Bid Bond as required will cause a bid to be rejected. The Bid Bond will be forfeited as liquidated damages if the successful bidder fails to provide a required Performance Bond within the period stipulated by AHTD or fails to honor their bid. Cashier's checks and certified checks submitted as Bid Bonds will be returned to unsuccessful bidders; surety bonds will be retained. The successful bidder will be required to furnish a **Performance Bond** in an amount stated in the Bid Invitation and in the form of a cashier's check, certified check, or surety bond issued by a surety company, unless otherwise stated in the Bid Invitation, as a guarantee of delivery of goods/services in accordance with the specifications and within the time established in the bid. **Personal and company checks are not acceptable as Performance Bonds.** In some cases, a cashier's check or certified check submitted as a Bid Bond will be held as the Performance Bond of the successful bidder. Cashier's checks or certified checks submitted as Performance Bonds will be refunded shortly after payment has been made to the successful bidder for completion of all terms of the bid; surety bonds will be retained. Surety bonds must be issued by a surety company authorized to do business in Arkansas, and must be signed by a Resident Local Agent licensed by the Arkansas State Insurance Commissioner to represent that surety company. Resident Agent's Power-of-Attorney must accompany the surety bond. Certain bids involving labor will require Performance Bonds in the form of surety bonds only (no checks of any kind allowed). In such cases, the company issuing the surety bond must comply with all stipulations herein and must be named in the U. S. Treasury listing of companies holding Certificates of Authority as acceptable sureties on Federal Bonds and as acceptable reinsuring companies. Any excess between the face amount of the bond and the underwriting limitation of the bonding company shall be protected by reinsurance provided by an acceptable reinsuring company. Annual Bid and Performance Bonds on file with E & P Division must have sufficient unencumbered funds to meet current bonding requirements, or the bid will be rejected, unless the balance is submitted as set forth above, prior to bid opening.
4. **TAXES:** The AHTD is not exempt from Arkansas State Sales and Use Taxes, or local option city/county sales taxes, when applicable, and bidders are responsible to the State Revenue Department for such taxes. These taxes should not be included in bid prices, but where required by law, will be paid by the AHTD as an addition thereto, and should be added to the billing to the AHTD. The AHTD is exempt from Federal Excise Taxes on all commodities except motor fuels; and excise taxes should not be included in bid prices except for motor fuels. Where applicable, tax exemption certificates will be furnished by the AHTD.
5. **"ALL OR NONE" BIDS:** Bidders who wish to bid "All or None" on two or more items shall so stipulate on the face of bid sheet; otherwise, bid may be awarded on an individual item basis.
6. **SPECIFICATIONS:** Complete specifications should be attached for any substitution or alternate offered, or where amplification is necessary. Bidder's name must be placed on all attachments to the bid.
7. **EXCEPTIONS TO SPECIFICATIONS:** Any exceptions to the bid specifications must be stated in the bid. Any exceptions to manufacturer's published literature must be stated in the bid, or it will be assumed that bidder is bidding exactly as stated in the literature.
8. **BRAND NAME REFERENCES:** All brand name references in bid specifications refer to that commodity or its equivalent, unless otherwise stated in Bid Invitation. Bidder should state brand or trade name of item being bid, if such name exists.
9. **FREIGHT:** All freight charges should be included in bid price. Any change in common carrier rates authorized by the Interstate Commerce Commission will be adjusted if such change occurs after the bid opening date. Receipted common carrier bills that reflect ICC authorized rate changes must be furnished.
10. **SAMPLES, LITERATURE, DEMONSTRATIONS:** Samples and technical literature must be provided free of any charge within 14 days of AHTD request, and free demonstrations within 30 days, unless AHTD extends time. Failure to provide as requested within this period may cause bid to be rejected. Samples, literature and demonstrations must be substantially the same as the item(s) being bid, unless otherwise agreed to by AHTD. Samples that are not destroyed will be returned upon request at bidders expense. Samples from successful bidders may be retained for comparison with items actually furnished.
11. **GUARANTY:** Unless otherwise indicated in Bid Invitation, it is understood and agreed that any item offered or shipped on this bid shall be newly manufactured, latest model and design, and in first class condition; and that all containers shall be new, suitable for storage or shipment and in compliance with all applicable laws relating to construction, packaging, labeling and registration.
12. **BACKORDERS OR DELAY IN DELIVERY:** Backorders or failure to deliver within the time required may constitute default. Vendor must give written notice to the AHTD, as soon as possible, of the reason for any delay and the expected delivery date. The AHTD has the right to extend delivery if reasons appear valid. If reason or delivery date is not acceptable, vendor is in default.
13. **DEFAULT:** All commodities furnished will be subject to inspection and acceptance by AHTD after delivery. Default in promised delivery or failure to meet specifications authorizes the AHTD to cancel award or any portion of same, to reasonably purchase commodities or services elsewhere and to charge full increase, if any, in cost and handling to defaulting vendor. Applicable bonds may be forfeited.
14. **ETHICS:** *"It shall be a breach of ethical standards for a person to be retained, or to retain a person, to solicit or secure a State contract upon an agreement of understanding for a commission, percentage, brokerage, or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies maintained by the contractor for the purpose of securing business."* (Arkansas Code, Annotated, Section 19-11-708).

**ARKANSAS STATE HIGHWAY
AND TRANSPORTATION DEPARTMENT**

NOTICE OF NONDISCRIMINATION

The Arkansas State Highway and Transportation (Department) complies with the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Act of 1964 and other federal equal opportunity laws and therefore does not discriminate on the basis of race, sex, color, age, national origin, religion or disability, in admission or access to and treatment in Department programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to James B. Moore, Jr., Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501) 569-2298, (Voice/TTY 711), or the following email address:

james.moore@arkansashighways.com.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT
LITTLE ROCK, ARKANSAS
EQUIPMENT & PROCUREMENT DIVISION
MEDIUM AND HEAVY DUTY TRUCKS
BID SHEET

Bid No. **H-11-061H**
Page 1 of 1

BIDDER: _____

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1. 1 - Passenger Van, 8,800 lbs. GVWR, to meet AHTD Spec. 11-50-1154.
FOB - AHTD Equipment & Procurement Division, 11302 Baseline Rd., Little Rock, AR 72209

Make and Model _____

Bid Price (Do not include any Local, State or Federal Taxes) \$ _____

Guaranteed Delivery Date _____

Additional units may be purchased at this price through _____

ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT

SPECIFICATION 11-50-1154

FOR

PASSENGER VAN
8,800 POUNDS GVWR

1. GVWR: No less than 8,800 pounds.
2. Wheelbase: Minimum of 135”.
3. Overall Length: Minimum of 210”, maximum of 225”.
4. Engine: “V” configuration with a minimum piston displacement of 6.0 liters equipped with full flow oil filter, air cleaner, maintenance free battery with a minimum rating of 600 cold cranking amps at 0° F and not less than 145 amp alternator.
5. Cooling: Heavy duty cooling system with anti-freeze protection to -20° F, or lower.
6. Transmission: Automatic, with a minimum of five (5) forward speeds. Shall include an auxiliary transmission oil cooler.
7. Steering: Hydraulic actuated power steering as regularly offered by manufacturer.
8. Front Axle: Independent suspension with stabilizer bar, or I Beam Type axle. Capacity of front axle and suspension shall be as recommended by manufacturer for vehicle to meet or exceed GVWR specified above.
9. Rear Axle: Hypoid type with a ratio of 3.42 or 3.73 to 1. (Alternate ratio may be provided if approved by AHTD prior to delivery.) Capacity of rear axle and suspension shall be as recommended by manufacturer for vehicle to meet or exceed GVWR specified above.
10. Brakes: Power front and rear disc with 4 wheel anti-lock and mechanical parking brake as regularly furnished by manufacturer.
11. Body: Passenger body style with full body glass including right side and rear doors. All glass shall be tinted (windshield and front doors shall have regular tint and all remaining body glass shall be deep tinted). Interior shall be fully insulated including full length headliner, side trim panels and door panels (headliner and trim panels may be dealer installed if equivalent in quality to standard type offered by vehicle manufacturer).

Interior floor shall be fully covered with fitted rubber floor mat. Shall have dome lights, factory installed electronic AM/FM radio, factory installed fresh air heater-defroster unit, right and left sun visors, intermittent windshield wipers with washers, key locks on doors, inside rear view mirror, right hand and left hand exterior mirrors and all standard equipment and appointments, both exterior and interior, as listed in manufacturer’s data book.
12. Doors: Two (2) front, two (2) right side and two (2) rear doors. Right side and rear doors are to be double opening 60/40 or 50/50 type.
13. Power Equipment: Power door locks, remote keyless entry, and power windows.
14. Seating: Eight (8) passenger seating, including seat belts, consisting of two (2) front highback cloth bucket seats and two (2) removable three-passenger cloth bench seat/s mounted behind front seats with load space to rear.
15. Air Conditioning: Factory installed front mounted air conditioning with auxiliary rear air conditioning and auxiliary rear heating.
16. Tilt Steering Column: Factory installed.
17. Speed Control: Automatic speed control (may be dealer installed, but of same manufacturer as vehicle).
18. Wheels: Five (5) no less than 16” diameter with 6.5” minimum rim section.
19. Tires: Five (5) all season steel belted radial no less than LT245/75R16 BSW, load range E.
20. Fuel Tank: Minimum capacity of 30 gallons.

21. Lights: Dual beam headlights, parking lights, self canceling directional turn signals with hazard flasher switch, back up lights and side marker lights. Rear lights to consist of stop and tail lights in addition to directional signals.
22. Other Equipment: Front and rear bumpers, rear license plate bracket, hub caps, spare tire carrier as regularly furnished by manufacturer, jack and lug wrench.
23. Keys: Minimum of four (4) ignition/door keys per vehicle.
24. Trailer Equipment: Shall be equipped with heavy duty trailering equipment including frame mounted hitch receiver (Class IV, minimum), trailer wiring with seven (7) wire harness, and heavy duty flasher.
25. Color: Sherwin Williams F8W2030 Frost White Acrylic Enamel, or equal. Front and rear bumpers, grill, mirrors, wheels and hub caps as regularly furnished by manufacturer.