

Housing Authority of the Cherokee Nation
www.cherokee.org

REQUEST FOR BIDS

Solicitation # 2013-001-084
Vehicles



Bid Due Date: August 14, 2013 at 2:00 P.M.

Housing Authority of the Cherokee Nation
P.O. Box 1007
Tahlequah, OK 74465-1007
(918) 456-5482

Housing Authority of the Cherokee Nation BID REQUEST

The Housing Authority of the Cherokee Nation is seeking bids from interested parties for (2) Two Vehicles, - 1 New ½ Ton Crew Cab 4x4 Pickup, 1 New 4x4 - 7 Passenger SUV. Please see the attached Specifications. Please include an estimated Delivery time from date of order for each vehicle and a copy of the window sticker to compare amenities. TO BE CONSIDERED A RESPONSIVE/RESPONSIBLE BIDDER, THE MANDATORY REQUEST FOR BIDS SHEET MUST BE FULLY COMPLETED. **Bids are due no later than 2:00 p.m. August 14, 2013.** PLEASE NOTE THAT ONE VEHICLE FROM THE SOLICITATION WILL BE PURCHASED (NOT BOTH) FINAL DETERMINATION WILL BE MADE BY THE EXECUTIVE DIRECTOR ON WHICH VEHICLE IS PURCHASED.

MANDATORY SUBMITTAL INFORMATION: Bid submittal requirements must be followed. Each bid must be submitted on the prescribed, required form with all areas completed. If forwarded by mail, the envelope containing the bid and all other required, completed documents must be received on or before due date listed. Bids may be mailed to Housing Authority of the Cherokee Nation P.O. Box 1007 Tahlequah, Oklahoma 74465 Attention: William Augerhole and be clearly marked "Bids Enclosed". Bids may be faxed to the attention of William Augerhole at (918) 458-5637 or e-mailed to herman.augerhole@hacn.org it is the bidder's responsibility to ensure delivery of bids by **August 14, 2013** by 2:00 p.m. Any bids received after the designated date and time will be ineligible for award.

Bid Acceptance: Bids will be accepted from Indian and Non-Indian bidders. Housing Authority of the Cherokee Nation reserves the right to reject any and all bids. Housing Authority of the Cherokee Nation reserves the right to determine if a bid meets stated requirements, and to award a purchase order for the bid that is in the best interest of the Housing Authority of the Cherokee Nation including but not limited to the total cost and capability of the bidder. Bidders are responsible for any and all costs associated with the preparation and submission of bids. To be considered, bids must be received by the specified date and time; any bid received after stipulated date and time will be returned unopened. No bidder may withdraw their bid within 30 days after proposal due date.

TERO Certification: Indian preference will be given only to bidders who provide proof of current certification from the Cherokee Nation Tribal Employments Office (TERO) located in Tahlequah, Oklahoma, telephone number (918) 456-0671. **Proof of TERO certification must accompany and be included in bid submittal.**

Method of Award – Lowest Bid That Contains Lowest Most Responsive/Reasonable

Offer From Qualified Bidder, Housing Authority of the Cherokee Nation reserves the right to issue one award, multiple awards, or reject all bids: After consideration of price and other factors, the purchase order will be awarded to the bidder whose bid is determined to be the lowest most responsive/reasonable offer and in the best interest of the Housing Authority Of The Cherokee Nation to accept in accordance with The Housing Authority Of The Cherokee Nation Policy & Procedure. Award shall be made under unrestricted solicitations to the lowest, most responsive/reasonable bid from a qualified economic enterprise or organization within the maximum total budget price established for the specific project or activity being solicited. **TERO Preference will be given only to bidders who provide proof of current TERO certification from the Cherokee Nation Tribal Employments Office (TERO). Proof of TERO certification must accompany and be included in bid submittal.**

Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters:

The responding party certifies to the best of its knowledge and belief that the person, the firm, or any of its principals are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency or Indian tribe. The bidder will also certify they have not, within a three-year period preceding this Request for Proposal, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, Local or Tribal) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commissions of embezzlement, theft, forgery, bribery, falsifications or destruction of records, making false statements, and are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in this provision. The responding party certifies they have not, within a three-year period preceding this Request for Proposal, had one or more contracts terminated for default by a Federal, State, Local or Tribal agency. The responding party shall provide immediate written notice to the Housing Authority of the Cherokee Nation if, at any time prior to contract award, the person learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

General Information: Housing Authority of the Cherokee Nation reserves the right to waive any informalities or to reject any and all bids. Award of purchase order will be to the lowest most responsible responsive bidder and will be subject to availability of funds. Indian preference will be given to Contractors certified as an Indian-Owned firm by the Cherokee Nation Tribal Employment Rights Office (T.E.R.O.). Proof of certification must accompany all bids. No bidder may withdraw their bid within thirty (30) days after bid opening date.

Insurance Requirements – before performing contractual services on the behalf of or for the Housing Authority of the Cherokee Nation, compliance with the following insurance requirements must be verified. Provide an original Certificate of Insurance naming the Housing Authority of the Cherokee Nation of Oklahoma as a certificate holder.

HOUSING AUTHORITY OF THE CHEROKEE NATION
NEW VEHICLE SPECS

New 1/2 Ton Crew Cab
4x4 Pickup

Vehicle bid must meet or exceed the following minimum specifications:

- 2013 or newer
- 1/2 ton, Crew Cab, 4-Wheel Drive
- 3.5 L Ecoboost V-6 Engine
- Electronic 6-Speed Automatic Transmission
- 7,200 pound GVWR
- Electronic 4x4 Shift-On-Fly
- Fully Boxed Frame
- Locking Removable Tailgate with Tailgate Step
- Full Size Spare Tire with Spare Tire Wheel Lock
- Tow Hooks
- Power Windows, Locks, & Mirrors with 1 Touch Up/Down Driver/Pass Windows
- 4.2" LCD Cluster Screen
- A/C
- Auxiliary Audio Input Jack, 12v Auxiliary Power Point
- Cruise Control/Tilt Wheel
- Leather Wrapped Steering Wheel
- Power Driver 6-Way Seat
- 4 Wheel Disc Brakes w/ABS
- Power Rack & Pinion Steering
- Selectshift Transmission
- Trailer Tow Package with trailer sway control
- Airbags – Front seat mounted side impact & safety canopy
- Perimeter Alarm
- Keyless Entry with Anti Theft System
- 3.31 Ratio Rear Axle
- 36 Gallon Fuel Tank
- P275/65R18 OWL All Terrain Tires with Chrome Clad Aluminum Wheels
- Chrome Step Bar
- Cloth Bucket Seats with coordinated floor mats
- 3Yr/36K Bumper/Bumper; 5Yr/60K Powertrain; 5Yr/60K Roadside Assist Warranty
- Colors: White Preferred (Gray, Tan, or Black acceptable)
- Must be delivered to: Housing Authority of the Cherokee Nation in Tahlequah.
- Please specify estimated delivery date on bid.

HOUSING AUTHORITY OF THE CHEROKEE NATION
NEW VEHICLE SPECS

New 4x4 SUV
Explorer (or similar model)

Vehicle bid must meet or exceed the following minimum specifications:

- 2013 or newer
- 7 Passenger, 112.6" Wheelbase
- 2nd and 3rd row fold flat seats
- 3.5L V6 Engine
- 6 Speed Auto Transmission with Select Shift
- Keyless Entry System
- Dual Fold Mirrors
- Power Windows and Locks with 1 Touch up/down for Driver Window
- 1st and 2nd row floor mats
- Terrain Management System
- Minimum of 4 Powerpoints
- Rear Wiper/Washer/Defrost
- Reverse Sensing system with rear view camera
- Traction and curve control
- Dual Stage Front Airbags
- Front Seat Mounted Side Impact Airbags
- Front Passenger Knee Airbag
- Safety Canopy Airbags
- Perimeter Alarm
- Dual Zone A/C
- Front License Plate Bracket
- Trailer Tow Package
- Power Liftgate
- Voice Activated Navigation System
- Rear Inflatable Belts
- Blind Spot Monitoring System
- Bluetooth Audio Capable Communication
- Flexible Fuel
- Warranty (3Yr/36K Bumper/Bumper; 5Yr/60K Powertrain; 5Yr/60K Roadside Assist)
- Colors: White Preferred (Silver, Black, or Tan may be considered)
- Must be delivered to: Housing Authority of the Cherokee Nation in Tahlequah.
- Please specify estimated delivery date on bid.

Housing Authority of the Cherokee Nation

Phone: 918-456-5482 Fax: 918-458-5637 email: herman.augerhole@hacn.org

REQUEST FOR BIDS

www.cherokeebids.org

VENDOR NAME			
CONTACT PERSON			
PHONE NUMBER		FAX #	
DATE OF REQUEST	08/06/13	BIDS DUE:	8/14/2013 @ 2:00 P.M.
BID FOR:	Vehicles	BID #:	2013-001-084

QTY	UM	DESCRIPTION	COST	TOTAL
MUST MEET OR EXCEED THE FOLLOWING SPECS:				
1	EA	New 1/2 Ton Crew Cab 4x4 Pickup		
Please Include Estimated Delivery Time from Date of Order for each vehicle and a copy of the window sticker to compare amenities.				
Includes Delivery to: Housing Authority of the Cherokee Nation 1500 Hensley Drive, Tahlequah, OK 74464				

BID SUBTOTAL:	-
DELIVERY CHARGE:	
TOTAL BID:	

In order for the HACN to accept any bids, the bidding vendor is required to sign their quote. The HACN reserves the right to issue one award, multiple awards, or reject any and all bids.

SIGNATURE

DATE

Housing Authority of the Cherokee Nation

Phone: 918-456-5482 Fax: 918-458-5637 email: herman.augerhole@hacn.org

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VENDOR NAME			
CONTACT PERSON			
PHONE NUMBER		FAX #	
DATE OF REQUEST	08/06/13	BIDS DUE:	8/14/2013 @ 2:00 P.M.
BID FOR:	Vehicles	BID #:	2013-001-084

QTY	UM	DESCRIPTION	COST	TOTAL
MUST MEET OR EXCEED THE FOLLOWING SPECS:				
1	EA	New SUV - (Explorer or similar model)		

Please Include Estimated Delivery Time from Date of Order for each vehicle and a copy of the window sticker to compare amenities.

Includes Delivery to:
Housing Authority of the Cherokee Nation
1500 Hensley Drive, Tahlequah, OK 74464

BID SUBTOTAL:	-
DELIVERY CHARGE:	
TOTAL BID:	

In order for the HACN to accept any bids, the bidding vendor is required to sign their quote. The HACN reserves the right to issue one award, multiple awards, or reject any and all bids.

SIGNATURE

DATE

NON-COLLUSIVE AFFIDAVIT

State of _____

County of _____

_____ being first duly sworn, deposed and says that he/she is a partner or officer of the firm of _____, the party making and foregoing proposal or bid, that such proposal or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion or communication or conference, with any person to fix the bid price of affiant or any other bidder, or to fix overhead, profit or cost element of said bid price, or that of any other bidder, or to secure any advantage against the Housing Authority of the Cherokee Nation, or any person interested in the proposed contract; and, that all statements in said proposal or bid are true.

Signed: _____
(Bidder, if the bid is an individual;
Partner, if the bid is a partnership;
Officer, if the bid is a corporation)

Subscribed and sworn to before me this _____ day of _____, 20____.

My commission expires _____, 20____.

Notary Public Signature

Commission Number