

INVITATION TO BID

Oil, Lubricants and Supplies for Fleet Services for 2017

POSTED: November 10, 2016

Bid #: 17-0013

BIDS DUE: WEDNESDAY, NOVEMBER 30, 2016 @ 2:00 PM CST



FLEET SERVICES
4825 Mike Colalillo Dr.
Duluth, MN 55807



Purchasing Division
100 City Hall, 411 W. 1st Street
Duluth, MN 55802-1189
TEL. 218-730-5340 FAX: 218-730-5921
purchasing@duluthmn.gov

INVITATION TO BID FLEET LUBRICANTS

BID NUMBER: 17-0013

BID OPENING: WEDNESDAY, NOVEMBER 30, 2016 AT 2:00 PM

PROJECT DESCRIPTION: Oil and lubricants to be supplied on an as-needed basis for 2017. Please see attached bid form for product list.

SUBSTITUTIONS: Vendors should quote listed products, or obtain approval for substitutions 7 days prior to bid opening. To request approval, please provide product name, specifications, and MSDS sheets to Tom Anderson, tanderson@duluthmn.gov, or Allister Quade, aquade@duluthmn.gov.

AWARD: The selected contractor will be issued a one-year agreement for the 2017 calendar year with the option to renew annually for two additional years.

QUESTIONS: Please submit any questions regarding this project via e-mail to purchasing@duluthmn.gov. Responses will be provided to all interested bidders as an addendum to this solicitation.

INSTRUCTIONS TO BIDDERS

All bids must be complete, signed, and transmitted in a sealed envelope plainly marked with the bid number, subject matter, and opening date.

Bids may be mailed to the Purchasing Office, City Hall, 411 West 1st Street, Room 100, Duluth, MN 55802 or dropped off in person at the same address.

Bids must be received in Purchasing before 2:00 PM local (central) time on the bid opening date specified on the Invitation for Bids. The City Purchasing Agent or her designee will conduct a public bid opening in Room 100 immediately following receipt of the bids. Bid results will be posted online at <http://www.duluthmn.gov/purchasing/bids-request-for-proposals/> once all bids have been reviewed.

No alternatives to the specification will be considered unless previously approved as stated in the substitutions paragraph. Erasures or other changes to the bid must be initialed and dated, however no special conditions shall be made or included in the bid form by the bidder.

The City of Duluth reserves the right to split the award where there is a substantial savings to the City, to waive informalities and to reject any and all bids. Do not include sales tax in the unit price. Price may not be the only consideration for bid award. Bids must be firm for calendar year 2017.

The following documents must be submitted with your bid:

1. **Acknowledgment of Addendum** – any changes to this solicitation will be announced via Addendum. Bidders must indicate that they have reviewed any addendum(s) by initialing and dating on the bid form where indicated. Failure to acknowledge addendum(s) may result in your bid being deemed non-responsive.

CITY OF DULUTH
Amanda Ashbach, Purchasing Agent

BID FORM
BID # 17-0013
OIL, LUBRICANTS AND SUPPLIES FOR FLEET SERVICES

ITEM	PRICE
See Exhibit A for Itemized List	\$
	\$
	\$
TOTAL	\$

TOTAL PRICE IN WRITING

ACKNOWLEDGMENT OF ADDENDA

ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE

Signature _____ Date _____

Name/Title _____

Company Name _____

Address _____

City, State, Zip _____

Tel. _____ E-Mail _____

If your organization is certified as a Disadvantaged Business Enterprise, please check here: ☐

EXHIBIT A						
2017 BULK LUBRICATION PRODUCTS BID (17-0013)						
Equivalents must be submitted for approval 7 days prior to bid opening.						
Products List	Current Product Used (Bulk Oil)	Approved Equivalent (<i>Synthetic oil must be full synthetic formula</i>)	Unit of Measure	Estimated Annual Usage	Cost Per Unit	Total Cost
Bulk Products						
Multi-Vehicle ATF	Medallion Plus Multi-Purpose ATF		Gallon	110	\$	
Low Temp Hydraulic Oil	Duratran XL Transmission Fluid		Gallon	495	\$	
0W20 Full Synthetic Motor Oil	0W20 Mobil 1 Full Sythetic Motor Oil		Gallon	110	\$	
5W20 Full Synthetic Motor Oil	5W20 Mobil Super Sythetic Motor Oil		Gallon	330	\$	
5W30 Full Synthetic Motor Oil	5W30 Mobil Super Synthetic Motor Oil		Gallon	275	\$	
5W40 Synthetic Motor Oil	5W40 Kendall SHP Synthetic Motor Oil		Gallon	1045	\$	
15W40 Motor Oil	15W40 Mobil Delvac 1300 Super SAE		Gallon	110	\$	
Coolant	Shellzone Multi-Veh ELC 50/50		Gallon	220	\$	
Packaged Products	(Current Packing indicated in parentheses.)					
75W90 Synthetic Gear Lube	Spirax S6 AXRME Synthetic Gear Oil		Pound	120	\$	
80W140 Synthetic Gear Lube	Spirax S6 AXME Synthetic Gear Oil		Pound	480	\$	
Chassis Grease	Gadus S2 U1000 (Tubes / Box of 10)		Tube	10	\$	
Chassis Grease	Gadus S2 V460A (Tubes / Box of 10)		Tube	10	\$	
Chassis Grease	Gadus S3 V220C-2 (Tubes / Box of 10)		Tube	10	\$	
Chassis Grease	Mobil XHP222 (Tubes / Box of 10)		Tube	500	\$	
Chassis Grease	Mobil XHP222 (#120 Keg)		Pound	330	\$	
0W20 Full Synthetic Motor Oil	0W20 Mobil 1 Synthetic Motor Oil		Quart	24	\$	
5W20 Full Synthetic Motor Oil	5W20 Mobil Super Sythetic Motor Oil		Quart	24	\$	
5W30 Full Synthetic Motor Oil	5W30 Mobil Super Synthetic Motor Oil		Quart	54	\$	
10W30 Synthetic Motor Oil	10W30 Mobil Super Synthetic Motor Oil		Quart	78	\$	
5W40 Full Synthetic Motor Oil	5W40 Kendall SHP Synthetic Motor Oil		Quart	168	\$	
Lubricant	Corena AS32 (5-Gal Pail)		Gallon	10	\$	
Coolant	Shell DexCool EL AF/C (6 gal / Case)		Gallon	18	\$	
Coolant	Rotella ELC 50/50 (6 gal/ Case)		Gallon	18	\$	
TOTAL FOR ALL PRODUCTS BASED ON ANNUAL USAGE ESTIMATED:						
Total Bid Amount Spelled Out in Writing						
Additional Fees* Not included in Product Pricing (i.e., drum, environmental, etc.)					Frequency	Amount
						\$
						\$
						\$
*Any fees not listed on this bid sheet will be the responsibility of the bidder.						