



**MID-SIZE SEDANS  
2017/2018 MODEL  
QUANTITY: FIVE (5)**

**BIDS WILL BE OPENED AT**

**12:00 PM, JULY 17, 2017**

**PURCHASING DEPARTMENT  
ROOM 324 – CITY HALL**

**101 NORTH MAIN STREET**

**WINSTON-SALEM, N.C. 27101**

**ADVERTISEMENT FOR BIDS  
FORSYTH COUNTY**

**QUANTITY FIVE (5) 2017/2018 MID-SIZE SEDANS**

Pursuant to Section 143-129 of the General Statutes of North Carolina, sealed proposals endorsed **quantity five (5) mid-size sedans / 2017 or 2018 Model** will be received by the City of Winston-Salem/Forsyth County Purchasing Department in Room 324, City Hall Building until **12:00 PM, July 17, 2017** at which time they will be publicly opened and read. Instructions for submitting bids may be obtained during normal working hours (8:00 A.M. to 5:00 P.M., Monday-Friday) at the same location, or by contacting Russell Frye via email [russellf@cityofws.org](mailto:russellf@cityofws.org) or phone 336-747-6933.

The County reserves the right to reject any or all proposals.

Russell Frye  
Buyer  
(336) 747-6933

**Quantity Five (5) Mid-Size Sedans / 2017 or 2018 Model  
Detailed Minimum Specifications**

**NOTE: Equipment proposed in response to this bid request should meet or exceed these detailed specifications. Bidders should review the specification details below and indicate if the proposed equipment complies (Yes) or (No) with the stated specification**

**Exterior - White Interior - Dark Gray**

**Confirm  
Specifications  
Yes No**

1.	Four door sedan, 5 passenger 4 cylinder engine		
2.	Air conditioner, factory installed		
3.	Daytime running lights		
4.	Brakes: antilock braking system 4 wheel type		
5.	Electrical system: 12 volt with alternator and battery		
6.	Engine: Manufactures standard gasoline engine, Electronic fuel injection with flex fuel		
7.	Floor covering: carpet front and rear, carpeted, manufacturer's standard		
8.	Wheel Base 105-110 Inches		
9.	Heater and defroster		
10.	Hood release inside		
11.	Jack and lug wrench		
12.	Lights, dome, activated by front and rear doors and driver headlight switch		
13.	Mirror: rearview, adjustable interior with day/night adjustment		
14.	Exterior mirror on left and right side, remote controlled		
15.	Matching right exterior mirror		
16.	Radio: Manufacturer's standard AM/FM stereo		
17.	Seat belts and shoulder harnesses plus Standard Safety protection air bag system.		
18.	Seats: bench type foam cushion rear, split bench type, or bucket type, foam cushion type front, cloth type upholstery.		
19.	Steering: Power steering with power assist		
20.	Tires: manufactures standard 4 black wall tubeless radial must meet federal requirements for GVWR		
21.	Transmission: automatic		
22.	Wheels: manufacturer's standard		
23.	Dual electric windshield wipers, two speed and windshield wiper		
24.	Driver's and passenger side supplemental inflatable restraint systems as mandated by NHTSA at the time of production		
25.	Cruise control		
26.	Tilt steering wheel		
27.	Cigarette lighter or electrical power point		
28.	Power door locks		
29.	Manufacturer's standard wheel cover or center cap		
30.	TPMS: tire pressure monitoring system		
31.	Stability control with traction control		
32.	<b>Remote keyless entry 2 sets of keys</b>		
33.	<b>N.C. Inspection prior to delivery</b>		

\* List All Deviations to Specifications

PROPOSAL  
**QUANTITY FIVE (5): MID-SIZE SEDANS**  
FORSYTH COUNTY

The undersigned hereby declares that he has carefully examined the specifications herein referred to and will provide all the material and equipment in accordance with the specifications attached hereto; Any exceptions to the specifications must be noted; otherwise, the undersigned will be expected to furnish exactly as specified. Attaching manufacturer's literature in lieu of noted exceptions is not acceptable but may be included for additional information.

**ITEM 1: QUANTITY FIVE (5): MID-SIZE SEDANS / 2017 OR 2018 MODEL, per specifications:**

**\*FOR COMPLETE BIDDING DOCUMENT, INCLUDING PROPOSAL  
AND SIGNATURE PAGES, CONTACT RUSSELL FRYE, BUYER**

[RUSSELLF@CITYOFWS.ORG](mailto:RUSSELLF@CITYOFWS.ORG)

Proposals must be submitted in a sealed envelope containing one original bid showing original signatures and seals, **and one copy** of the complete proposal.

The County reserves the right to acquire additional quantities within a one-year period of bid opening at the same price as quoted in this bid proposal upon the agreement of both parties.

Delivery time is a factor in the award for any or all vehicles. The County reserves the right to require of bidders, prior to award, documented proof from the factory regarding the production scheduling of vehicles bid and to contact factory personnel or representatives to confirm the factory's intention to produce and/or deliver to bidders any vehicles ordered from this bid within a stated time period.

Delivery of all items in the contract shall be FOB Destination at General Services Automotive Fleet Services, ATT: Kevin Rogers, 3730 N. Liberty Street, Winston-Salem, NC 27105.

**TERMS AND CONDITIONS:** The undersigned guarantees all parts against defects and agrees to replace and to install at his own expense any part or parts of the apparatus damaged by reason of defective material, design, or imperfect workmanship during manufacturer's standard warranty period.

**PRE-BID CONFERENCE:** In lieu of a pre-bid conference, **written questions pertaining to the bidding requirements may be submitted not later than 12:00 Noon, July 12, 2017** to Russell Frye, Buyer, at [russellf@cityofws.org](mailto:russellf@cityofws.org) (**Email is preferred**), or mailed to P. O. Box 2511, Winston-Salem, NC 27102, or faxed to (336) 748-3057. Questions submitted in this manner will be answered by addendum to all prospective bidders.

The Bidder agrees that in carrying out this contract he will comply with all applicable federal, state, and local laws, specifically including, without limitations, the Occupational Safety and Health Act of 1970 and Section 1324A, the Immigration Reform and Control Act. It is certified that this proposal is made in good faith and without collusion with any person bidding on this contract or with any officer or employee of Forsyth County.

The undersigned further agrees that in connection with the performance of this contract, not to discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap, political affiliation or national origin.

**Iran Divestment Act;** Contractor hereby certifies that it is not on the North Carolina State Treasurer's list of persons engaging in business activities in Iran, prepared pursuant to NCGS § G.S. 147-86.58, nor will Contractor utilize on this agreement any subcontractor on such list. This list, along with additional information about the Iran Divestment Act, is available on the Treasurer's Office site: <https://www.nctreasurer.com/inside-the-department/OpenGovernment/Pages/Iran-Divestment-Act-Resources.aspx>.

**FORSYTH COUNTY**  
**GENERAL CONDITIONS AND INSTRUCTIONS**

1. The specified item(s) shall be delivered F.O.B. to Forsyth County, North Carolina, according to the address stated on the Purchase Order or bidding instructions.
2. The Purchase Order Number, Item Number, and Inquiry Number shall be affixed to the outside of each packing crate or carton and items not in packing material.
3. The County reserves the right to reject any and all shipments if the supplier fails to meet all terms and conditions of the contract award.
4. Suppliers of equipment requiring service connections must visit the field site to check buildings, measurements, and conditions, and furnish all data (including proper location, size and/or capacity) to the contractor making service connections.
5. The supplier is responsible for all errors, omissions, and deviations from the contract requirements in shop drawings when such drawings are submitted by the supplier and approved by the County.
6. The successful bidder must prepare two (2) printed sets of neatly bound operating instructions, recommended maintenance schedules, parts lists, and descriptive literature for the County.
7. After the installation is completed, the supplier shall instruct the designated County personnel in the proper use of the equipment.
8. On notification by the customer, the supplier must remove all equipment and reconstruct or refurnish any defects or work rejected by the County. The expense of removing, reconstruction, replacing, or refurnishing unfit, unsound, or damaged work or material shall be the responsibility of the supplier.
9. In the case of installed equipment, twenty-five percent (25%) of the total contract award shall be withheld until the equipment and installation is accepted by the County. Withholding twenty-five percent (25%) of the contract award shall not affect the discount terms of the contract.
10. All equipment will be guaranteed against defects in materials and workmanship for a period of not less than one year from the date the equipment is put into service, and accepted by the County. Copies of all guarantees and warranties are to be attached to the bids.
11. The County reserves the right to reject any or all bids, to waive informalities in the bids, and to choose the bid that is in the best interests of the County.
12. In accordance with State Law (G.S. 143-129), the award will be made to the lowest responsible bidder taking into consideration quality, performance and time specified in the bid proposal for the performance of the contract.
13. Taxes:
  - A. Federal: Forsyth County is exempt from Federal Excise Taxes. The County will issue Federal Excise Exemption Certificates or Bureau of Internal Revenue Tax Exception Number only upon request of the contractor. Issuance of the certificate does not mean that the contractor is entitled to a tax refund. All requests for refunds are to be handled by the contractor. The County will not guarantee any Federal Tax refunds to the contractor.

B. State: Applicable North Carolina Sales and Use Taxes are NOT to be shown on bids, but are to be added to invoices as a separate item.

14. All supplies, materials, and equipment must be new and in first-class condition. Bids offered on inferior or "second-line" equipment will not be accepted.
15. Bids may be rejected that do not have the complete factory specifications, catalog numbers of items, and any other data specifically requested in the "conditions" and "specifications".
16. Alternate items that are not outlined in the attached specifications may be bid, but must be accompanied by complete factory specifications and descriptive pamphlets, and must be clearly designated as an alternate bid.
17. If a bidder cannot meet the minimum requirements of the detailed specifications, he must outline and itemize each instance by a letter of transmittal and detail the item he offers.
18. All bids must be firm and not subject to increase.
19. The supplier shall give the City and/or County the benefit of any industry-wide price reduction during the contract period.
20. The unit price as well as total price for each item must be listed for purposes of individual evaluation.
21. Forsyth County reserves the right to hold bids open for a period of sixty (60) days after bid opening before making awards.
22. No special inducements will be considered that are not a part of the original bidding document.
23. BID DEPOSIT REQUIREMENTS: BID DEPOSIT NOT REQUIRED FOR THIS BID.
24. PERFORMANCE BOND REQUIREMENTS - NOT REQUIRED FOR THIS BID.
25. USE OF BRAND NAMES In the event brand names are used in the detailed specification, they are used to state the product level desired, and the technical functional requirements for day to day operations. The use of brand names is in no way intended to restrict competitive bidding.
26. In the event that the bidder's line item total price does not equal the product of the quantity specified multiplied by the unit price quoted, then the line item total price shall be disregarded and the unit price shall be accepted as the correct bid offering. The line item total price and the grand total price shall then be adjusted accordingly.
27. Bids are to be submitted in a sealed envelope on the form provided; facsimile transmissions (fax machine) bids are not acceptable.
28. **Bid response must be on the forms provided in this document. All signatures must be original hand-written in ink.**
29. Pursuant to N.C.G.S. Chapter 55 Article 15 entitled Foreign Corporations, the successful bidder must have on file with the Secretary of State of the State of North Carolina a Certificate of Authority to transact business in this state.