



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

ADDENDUM NO. TWO (2)

LUBRICANTS, OILS, AND MISCELLANEOUS

IFB NO. 2023-431

Effective: November 29, 2023

Add: Attribute #23: Addendum No. 2

Change:

- In Section 4.6 of the Specifications, change “Delivery/Completion/Response Time: Vendor shall place product(s) and/or complete services at the County's designated location within two (2) business days.” to “Delivery/Completion/Response Time: Vendor shall place product(s) and/or complete services at the County's designated location within four (4) business days.”
- For Line #12, change description from “State price per quart for Dextron Automatic Transmission Fluid - Comes in Cases of 12 Quarts (60 Quarts=5 Cases)” to “State price per quart for Dextron Automatic Transmission Fluid (GM-DEXRON VI & Ford—Mercon -ULV) - Comes in Cases of 12 Quarts (60 Quarts=5 Cases)”

Remove: Attribute #21: Recycling Preference and Attachment #10: Recycled Material Content Questionnaire and Affidavit

Please note all other terms, conditions, specifications, drawings, etc. remain unchanged.

Sincerely,
Michelle Charnoski, NIGP-CPP, CPPB
Purchasing Agent

SAH



Collin County Purchasing

2023-431 Addendum 2

Lubricants, Oils and Miscellaneous

Issue Date: 11/7/2023

Questions Deadline: 11/21/2023 12:00 AM (CT)

Response Deadline: 12/7/2023 02:00 PM (CT)

Collin County Purchasing

Contact Information

Contact: Sarah Haynes Buyer I

Address: Purchasing

Admin. Building

Ste. 3160

2300 Bloomdale Rd.

Ste. 3160

McKinney, TX 75071

Phone: (972) 548-4130

Fax: (972) 548-4130

Email: shaynes@co.collin.tx.us

Event Information

Number: 2023-431 Addendum 2
Title: Lubricants, Oils and Miscellaneous
Type: Invitation for Bid
Issue Date: 11/7/2023
Question Deadline: 11/21/2023 12:00 AM (CT)
Response Deadline: 12/7/2023 02:00 PM (CT)

Ship To Information

Address: See Purchase Order
McKinney, TX 75071

Billing Information

Address: Auditor
Admin. Building
Ste. 3100
2300 Bloomdale Rd.
Ste. 3100
McKinney, TX 75071

Bid Attachments

Legal_Notice-IFB (5).docx

Legal Notice REVISED

[View Online](#)

General_Instructions_Bid_07.18.2022.docx

General Instructions IFB

[View Online](#)

Terms_of_Contract_Bid_-_2.10.21.docx

Terms of Contract - Bid

[View Online](#)

2_Insurance_Requirements-Basic (3).docx

Insurance Requirements

[View Online](#)

Specifications_Updated11.29.23.docx

Specifications - Updated 11.29.23

[View Online](#)

CIQ_113015.pdf

Conflict of Interest Questionnaire

[View Online](#)

Information_Regarding_Conflict_of_Interest_Questionnaire (12).docx

Info Regarding CIQ

[View Online](#)

W-9 rev 2018.pdf

W-9 Form

[View Online](#)

Addendum_1.doc

Addendum 1

[View Online](#)

Addendum_2.doc

Addendum 2

[View Online](#)

Requested Attachments

W-9

(Attachment required)

Conflict of Interest Questionnaire

Bid Attributes

1	eBid Notice Collin County exclusively uses IonWave Technologies, Inc. (Collin County eBid) for the notification and dissemination of all solicitations. The receipt of solicitations through any other means may result in your receipt of incomplete specifications and/or addendums which could ultimately render your bid/proposal non-compliant. Collin County accepts no responsibility for the receipt and/or notification of solicitations through any other means. Please initial. <hr/> <hr/> <hr/> <i>(Required: Maximum 1000 characters allowed)</i>
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2	Contact Information List the contact name, email address and phone number of the main person(s) Collin County should contact in reference to this solicitation. Contact(s) shall be duly authorized by the company, corporation, firm, partnership or individual to respond to any questions, clarification, and or offers in response to this solicitation. <hr/> <hr/> <hr/> <hr/> <hr/> <i>(Required: Maximum 4000 characters allowed)</i>
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3	Delivery Delivery will be F.O.B. inside delivery at Collin County designated locations and all transportation charges are to be paid by the supplier to destination. Please state delivery in calendar days from date of order. <hr/> <hr/> <hr/> <i>(Required: Maximum 1000 characters allowed)</i>
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4	Exceptions (for IFB/Quote) If you take any exceptions to the specifications, you must submit the exception/s as a Question via the public eBid portal before the Question Cutoff Date for County consideration. The County will review and publish a response via eBid. If you would like to offer any substitutions, please review the General Instructions Document §1.17 and submit by separate attachment. Please initial. <hr/> <hr/> <hr/> <i>(Required: Maximum 1000 characters allowed)</i>
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5 Insurance Acknowledgement

I understand that the insurance requirements of this solicitation are required and are included in the submitted pricing. A certificate of insurance shall be submitted to the Purchasing department if I am awarded all or a portion of the resulting contract. Please initial.

(Required: Maximum 1000 characters allowed)

6 Subcontractors

State the business name of all subcontractors and the type of work they will be performing under this contract. If you are fully qualified to self-perform the entire contract, please respond with "Not Applicable-Self Perform".

(Required: Maximum 4000 characters allowed)

7 Reference No. 1

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references are preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail. It is the responsibility of the Bidder/Proposer to ensure submitted references will be responsive to the County's requests. The County reserves the right to contact references other than those listed, and to consider any information acquired from all references during the evaluation process.

(Required: Maximum 4000 characters allowed)

8 Reference No. 2

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references are preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail. It is the responsibility of the Bidder/Proposer to ensure submitted references will be responsive to the County's requests. The County reserves the right to contact references other than those listed, and to consider any information acquired from all references during the evaluation process.

(Required: Maximum 4000 characters allowed)

9 Reference No. 3

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references are preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail. It is the responsibility of the Bidder/Proposer to ensure submitted references will be responsive to the County's requests. The County reserves the right to contact references other than those listed, and to consider any information acquired from all references during the evaluation process.

(Required: Maximum 4000 characters allowed)

1 0 Cooperative Contracts

As permitted under Title 8, Chapter 271, Subchapter F, Section 271.101 and 271.102 V.T.C.A. and Title 7, Chapter 791, Subchapter C, Section 791.025, V.T.C.A., other local governmental entities may wish to also participate under the same terms and conditions contained in this contract. Each entity wishing to participate must enter into an inter-local agreement with Collin County and have prior authorization from vendor. If such participation is authorized, all purchase orders will be issued directly from and shipped directly to the local governmental entity requiring supplies/services. Collin County shall not be held responsible for any orders placed, deliveries made or payment for supplies/services ordered by these entities. Each entity reserves the right to determine their participation in this contract. Would bidder be willing to allow other local governmental entities to participate in this contract, if awarded, under the same terms and conditions?

Yes No

(Required: Check only one)

1 1 Preferential Treatment

The County of Collin, as a governmental agency of the State of Texas, may not award a contract to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (Government Code, Title 10, V.T.C.A., Chapter 2252, Subchapter A).

1. Is your principal place of business in the State of Texas?
2. If your principal place of business is not in Texas, in which State is your principal place of business?
3. If your principal place of business is not in Texas, does your state favor resident bidders (bidders in your state) by some dollar increment or percentage?
4. If your state favors resident bidders, state by what dollar amount or percentage.

(Required: Maximum 4000 characters allowed)

1
2 **Debarment Certification**

I certify that neither my company nor an owner or principal of my company has been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register and Rules and Regulations. Please initial.

(Required: Maximum 1000 characters allowed)

1
3 **Immigration and Reform Act**

I declare and affirm that my company is in compliance with the Immigration and Reform Act of 1986 and all employees are legally eligible to work in the United States of America. I further understand and acknowledge that any non-compliance with the Immigration and Reform Act of 1986 at any time during the term of this contract will render the contract voidable by Collin County. Please initial.

(Required: Maximum 1000 characters allowed)

1
4 **Disclosure of Certain Relationships**

Chapter 176 of the Texas Local Government Code requires that any vendor considering doing business with a local government entity disclose the vendor's affiliation or business relationship that might cause a conflict of interest with a local government entity. Subchapter 6 of the code requires a vendor to file a conflict of interest questionnaire (CIQ) if a conflict exists. By law this questionnaire must be filed with the records administrator of Collin County no later than the 7th business day after the date the vendor becomes aware of an event that requires the statement to be filed. A vendor commits an offense if the vendor knowingly violates the code. An offense under this section is a misdemeanor. By submitting a response to this request, the vendor represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code. Please send completed forms to the Collin County County Clerk's Office located at 2300 Bloomdale Rd., Suite 2104, McKinney, TX 75071. Please initial.

(Required: Maximum 1000 characters allowed)

1
5 **Anti-Collusion Statement**

Bidder certifies that its Bid/Proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid/Proposal for the same materials, services, supplies, or equipment and is in all respects fair and without collusion or fraud. No premiums, rebates or gratuities permitted; either with, prior to, or after any delivery of material or provision of services. Any such violation may result in Agreement cancellation, return of materials or discontinuation of services and the possible removal from bidders list. Please initial.

(Required: Maximum 1000 characters allowed)

**1
6 Disclosure of Interested Parties**

Section 2252.908 of the Texas Government Code requires a business entity entering into certain contracts with a governmental entity to file with the governmental entity a disclosure of interested parties at the time the business entity submits the signed contract to the governmental entity. Section 2252.908 requires the disclosure form (Form 1295) to be signed by the authorized agent of the contracting business entity, acknowledging that the disclosure is made under oath and under penalty of perjury. Section 2252.908 applies only to a contract that requires an action or vote by the governing body of the governmental entity before the contract may be signed or has a value of at least \$1 million. Section 2252.908 provides definitions of certain terms occurring in the section. Section 2252.908 applies only to a contract entered into on or after January 1, 2016. Please initial.

(Required: Maximum 1000 characters allowed)

**1
7 Notification Survey**

In order to better serve our offerors, the Collin County Purchasing Department is conducting the following survey. We appreciate your time and effort expended to submit your bid. Should you have any questions or require more information please call (972) 548-4165. How did you receive notice of this request?

- Plano Star Courier Plan Room Collin County eBid Notification Collin County Website
 Other

(Required: Check only one)

**1
8 Energy Company Boycotts**

Pursuant to Section 2274.002 of the Texas Government Code, should the contract have a value of \$100,000 or more and the company employs 10 or more full-time employees, Respondent represents and warrants that: (1) it does not, and will not for the duration of the contract, boycott energy companies, and (2) will not boycott energy companies during the term of the contract. If circumstances relevant to this provision change during the course of the contract, Respondent shall promptly notify Agency. Please initial.

(Required: Maximum 1000 characters allowed)

**1
9 Firearm Entities and Trade Associations Discrimination**

Pursuant to section 2274.002 of the Texas Government Code, should the contract have a value of \$100,000 or more and the company employs 10 or more full-time employees, Respondent verifies that: (1) it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association. If circumstances relevant to this provision change during the course of the contract, Respondent shall promptly notify Agency. Please initial.

(Required: Maximum 1000 characters allowed)

20 Bidder Acknowledgement
 Bidder acknowledges, understands the specifications, any and all addenda, and agrees to the bid terms and conditions and can provide the minimum requirements stated herein. Bidder acknowledges they have read the document in its entirety, visited the site, performed investigations and verifications as deemed necessary, is familiar with local conditions under which work is to be performed and will be responsible for any and all errors in Bid submittal resulting from Bidder's failure to do so. Bidder acknowledges the prices submitted in this Bid have been carefully reviewed and are submitted as correct and final. If Bid is accepted, vendor further certifies and agrees to furnish any and all products upon which prices are extended at the price submitted, and upon conditions in the specifications of the Invitation for Bid. Please initial.

(Required: Maximum 1000 characters allowed)

21 Attribute deleted as part of an Addendum

22 Addendum No. 1
 Please initial to verify your receipt of the addendum.

(Required: Maximum 1000 characters allowed)

23 Addendum No. 2
 Please initial to verify your receipt of the addendum.

(Required: Maximum 1000 characters allowed)

Bid Lines

1 State price per quart for SAE Grade 30 Engine Oil - Comes in Cases of 12 Quarts (60 Quarts=5 Cases)
(Response required)

Quantity: 60 UOM: quart Price: \$ Total: \$

Item Notes: SAE Grade 30 Engine Oil - Comes in Cases of 12 Quarts - State price **per quart only** (Estimated annual usage, not guaranteed usage - 60 Quarts/5 Cases)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

2 State price per quart for 10W30 Engine Oil - Comes in Cases of 12 Quarts (60 Quarts=5 Cases)
(Response required)

Quantity: 60 UOM: quart Price: \$ Total: \$

Item Notes: 10W30 Engine Oil - Comes in Cases of 12 Quarts - State price **per quart only** (Estimated annual usage, not guaranteed usage - 60 Quarts/5 Cases)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

3 State price **per quart** for 5W20 Full Synthetic Engine Oil - Comes in Cases of 12 Quarts (72 Quarts=6 Cases)
(Response required)

Quantity: 72 UOM: quart Price: \$ Total: \$

Item Notes: 5W20 Full Synthetic Engine Oil - Comes in Cases of 12 Quarts - State price **per quart only** (Estimated annual usage, not guaranteed usage - 72 Quarts/6 Cases)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

4 State price **per quart** for 5W20 Full Synthetic Engine Oil - Bulk
(Response required)

Quantity: 2700 UOM: quart Price: \$ Total: \$

Item Notes: 5W20 Full Synthetic Engine Oil - Bulk - State price **per quart only** (Estimated annual usage, not guaranteed usage - 2700 Quarts)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

5 State price **per quart** for SAE 5W30 Engine Oil - Comes in Cases of 12 Quarts (168 Quarts=14 Cases)
(Response required)

Quantity: 168 UOM: quart Price: \$ Total: \$

Item Notes: SAE 5W30 Engine Oil - Comes in Cases of 12 Quarts - State price **per quart only** (Estimated annual usage, not guaranteed usage - 168 Quarts/14 Cases)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

6 State price **per quart** for 15W40 API CJ-4 Diesel Motor Oil - Comes in Cases of 12 Quarts (60 Quarts=5 Cases)
(Response required)

Quantity: 60 UOM: quart Price: \$ Total: \$

Item Notes: 15W40 API CJ-4 Diesel Motor Oil - Comes in Cases of 12 Quarts - State price **per quart only** (Estimated annual usage, not guaranteed usage - 60 Quarts/5 Cases)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

7 State price **per quart** for 15W40 API CJ-4 Diesel Motor Oil - Comes in 55 Gallon Drums (660 Quarts=3 Drums)
(Response required)

Quantity: 660 UOM: quart Price: \$ Total: \$

Item Notes: 15W40 API CJ-4 Diesel Motor Oil - Comes in 55 Gallon Drums - State price **per quart only** (Estimated annual usage, not guaranteed usage - 660 Quarts/3 Drums)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

8 State price **per quart** for 15W40 API CJ-4 Diesel Motor Oil - Bulk
(Response required)

Quantity: 3092 UOM: quart Price: \$ Total: \$

Item Notes: 15W40 API CJ-4 Diesel Motor Oil - Bulk - State price **per quart only**
 (Estimated annual usage, not guaranteed usage - 3092 Quarts)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

9 State price **per quart** for 10W T04 Hydraulic Oil - Comes in 55 Gallon Drums (220 Quarts=1 Drum)
(Response required)

Quantity: 220 UOM: quart Price: \$ Total: \$

Item Notes: 10W T04 Hydraulic Oil - Comes in 55 Gallon Drums - State price **per quart only**
 (Estimated annual usage, not guaranteed usage - 220 Quarts/1 Drum)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

10 State price **per quart** for 10W T04 Hydraulic Oil - Bulk/90 Gallon Minimum Order (440 Quarts=110 Gallons)
(Response required)

Quantity: 440 UOM: quart Price: \$ Total: \$

Item Notes: 10W T04 Hydraulic Oil - Bulk/90 Gallon Minimum Order - State price **per quart only**
 (Estimated annual usage, not guaranteed usage - 440 Quarts/110 Gallons)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

11 State price **per quart** for 80W90 Gear Oil/Mineral Oil - Comes in 55 Gallon Drums (440 Quarts=2 Drums)
(Response required)

Quantity: 440 UOM: quart Price: \$ Total: \$

Item Notes: 80W90 Gear Oil/Mineral Oil - Comes in 55 Gallon Drums - State price **per quart only**
 (Estimated annual usage, not guaranteed usage - 440 Quarts/2 Drums)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

12 State price **per quart** for Dextron Automatic Transmission Fluid (GM-DEXRON VI & Ford—Mercon -ULV) -
 Comes in Cases of 12 Quarts (60 Quarts=5 Cases)
(Response required)

Quantity: 60 UOM: quart Price: \$ Total: \$

Item Notes: Dextron Automatic Transmission Fluid (GM-DEXRON VI & Ford—Mercon -ULV) - Comes in Cases of 12 Quarts - State price **per quart only**
 (Estimated annual usage, not guaranteed usage - 60 Quarts/5 Cases)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

13 State price **per quart** for Mercon V Automatic Transmission Fluid - Comes in Cases of 12 Quarts (24 Quarts=2 Cases)
(Response required)

Quantity: 24 UOM: quart Price: \$ Total: \$

Item Notes: Mercon V Automatic Transmission Fluid - Comes in Cases of 12 Quarts - State price **per quart only** (Estimated annual usage, not guaranteed usage - 24 Quarts/2 Cases)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

14 State price **per quart** for Mercon LV Automatic Transmission Fluid - Comes in Cases of 12 Quarts (24 Quarts=2 Cases)
(Response required)

Quantity: 24 UOM: quart Price: \$ Total: \$

Item Notes: Mercon LV Automatic Transmission Fluid - Comes in Cases of 12 Quarts - State price **per quart only** (Estimated annual usage, not guaranteed usage - 24 Quarts/2 Cases)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

15 State price **per quart** for Antifreeze/Coolant Regular (Green Color: 50/50 Mix) - Comes in 55 Gallon Drums (220 Quarts=1 Drum)
(Response required)

Quantity: 220 UOM: quart Price: \$ Total: \$

Item Notes: Antifreeze/Coolant Regular (Green Color: 50/50 Mix) - Comes in 55 Gallon Drums - State price **per quart only** (Estimated annual usage, not guaranteed usage - 220 Quarts/1 Drum)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

16 State price **per quart** for Antifreeze/Coolant Extended Life (Red Color: 50/50 Mix) - Comes in 55 Gallon Drums (1320 Quarts=6 Drums)
(Response required)

Quantity: 1320 UOM: quart Price: \$ Total: \$

Item Notes: Antifreeze/Coolant Extended Life (Red Color: 50/50 Mix) - Comes in 55 Gallon Drums - State price **per quart only** (Estimated annual usage, not guaranteed usage - 1320 Quarts/6 Drums)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

17 State price **per gallon** for Antifreeze/Coolant Extended Life (Gold Color: Full Strength) - Comes in One Gallon Containers
(Response required)

Quantity: 36 UOM: gallon Price: \$ Total: \$

Item Notes: Antifreeze/Coolant Extended Life (Gold Color: Full Strength) - Comes in one (1) Gallon Containers - State price **per gallon only** (Estimated annual usage, not guaranteed usage - 36 Gallons)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

18 State price **per quart** for Moly EP Chassis Grease - Comes in 55 Gallon Drums (220 Quarts=1 Drum)
(Response required)

Quantity: 220 UOM: quart Price: \$ Total: \$

Item Notes: Moly EP Chassis Grease - Comes in 55 Gallon Drums - State price **per quart only** (Estimated annual usage, not guaranteed usage - 220 Quarts/1 Drum)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

19 State price **per case** for Citgo RT Lithoplex Grease - Comes with ten (10) 14 Oz. Cartridges per Case (40 Cases=400 Cartridges)
(Response required)

Quantity: 40 UOM: case Price: \$ Total: \$

Item Notes: Citgo RT Lithoplex Grease - - Comes in Cases of ten (10) 14 Oz. Cartridge Cartridges - State price **per case only** (Estimated annual usage, not guaranteed usage - 40 Cases/400 Cartridges)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

20 State Price **per gallon** for Valvtect Diesel Guard Supreme - Comes in Containers of 2.5 Gallons (55 Gallons=22 Containers)
(Response required)

Quantity: 55 UOM: gallon Price: \$ Total: \$

Item Notes: Valvtect Diesel Guard Supreme - Comes in Containers of 2.5 Gallon - State price **per gallon only** (Estimated annual usage, not guaranteed usage - 55 Gallons/22 Containers)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

2
1 State price **per drum** for Valvtect Diesel Guard Supreme - Comes in 55 Gallon Drums (1 Drum=55 Gallons)
(Response required)

Quantity: 1 UOM: drum Price: \$ Total: \$

Item Notes: Valvtect Diesel Guard Supreme - Comes in 55 Gallon Drums - State price **per drum only** (Estimated annual usage, not guaranteed usage - 1 Drum/55 Gallons)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

2
2 State price for Drum Deposit
(Response required)

Quantity: 12 UOM: drum Price: \$ Total: \$

Item Notes: Drum Deposit Estimated annual usage, not guaranteed usage - 12 Drums

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

2
3 State price **per box** for Diesel Exhaust Fluid (DEF)- Comes in Boxes of 2.5 gallons (1600 Boxes=4000 Total Gallons)
(Response required)

Quantity: 1600 UOM: box Price: \$ Total: \$

Item Notes: Diesel Exhaust Fluid (DEF) - Comes in boxes of 2.5 gallons - State price per box (Estimated annual usage, not guaranteed usage - 1600 Boxes/4000 Total Gallons)

Supplier Notes: _____

No bid
 Alternate specification
(Attach separate sheet)
 Additional notes
(Attach separate sheet)

2
4 Percent Discount Off Latest Suggested List Price for Products Not Listed Herein

Total: %

Item Notes: This percentage may range from 0% to 100%. All vendors should state a percentage for this item.

Supplier Notes: _____

No bid
 Additional notes
(Attach separate sheet)

Supplier Information

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Supplier Notes

The undersigned hereby certifies the foregoing bid submitted by the company listed below hereinafter called "bidder" is the duly authorized agent of said company and the person signing said bid has been duly authorized to execute same. Bidder affirms that they are duly authorized to execute this contract; this company; corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder or other person or persons engaged in the same line of business; and that the contents of this bid as to prices, terms and conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

Print Name

Signature

4.0 SPECIAL CONDITIONS AND SPECIFICATIONS

- 4.1 **Purpose:** The intended use/purpose for this Invitation for Bid is to describe in detail Lubricants, Oils and Miscellaneous Items which will be used by Collin County. Collin County reserves the right to award the contract in whole or by line item as it deems to be in the best interest of the County.
- 4.2 **Term:** Provide for a one (1) year term contract commencing upon award. Collin County reserves the right to extend this contract under the same terms and conditions for two (2) additional one (1) year terms as it deems in the best interest of the County.
- 4.3 **Funding:** Funds for payment have been provided through the Collin County budget approved by the Commissioners Court for this fiscal year only. State of Texas statutes prohibit the County from any obligation of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the current Collin County fiscal year shall be subject to budget approval.
- 4.4 **Price Reduction:** If during the life of the contract, the vendor's net prices to its customers for the same product(s) and/or services shall be reduced below the contracted price, it is understood and agreed that the County shall receive such price reduction.
- 4.5 **Price Redetermination:** A price redetermination may be considered by Collin County only at the six (6) month, twelve (12) month, eighteen (18) month and twenty-four (24) month anniversary dates of the contract. All requests for price redetermination shall be in written form, shall be submitted by the vendor a minimum of thirty (30) days prior to the anniversary date and shall include documents supporting price redetermination such as Manufacturer's direct cost, postage rates, Railroad Commission rates, Federal/State minimum wage law, Federal/State unemployment taxes, F.I.C.A, Insurance Coverage Rates, etc. The Vendor's past experience of honoring contracts at the bid price will be an important consideration in the evaluation of the lowest and best bid. Collin County reserves the right to accept or reject any/all of the price redetermination as it deems to be in the best interest of the County.
- 4.6 **Delivery/Completion/Response Time:** Vendor shall place product(s) and/or complete services at the County's designated location within ~~two (2)~~ **four (4)** business days.
- 4.7 **Approximate usage:** Estimated annual usage are given for each item. Approximate usage does not constitute an order, but only implies the probable quantity Collin County will use. Items will be ordered on an as-needed basis. The annual estimated expenditure is \$50,000.00
- 4.8 **Delivery/Price/Setup/Installation Location:** Locations for delivery and installation will be stated on the Collin County purchase order. Delivery shall include assembly, set-up and installation and shall be included in the bid price. Quotation price for inspections and recharge must include all parts, supplies, labor and travel to designated Collin County locations.
- 4.9 **Services Not Listed Herein:** Due to the many unforeseen needs the County may require over the contract period, bidder is requested to provide the percent discount off the latest published suggested list price for products/services not listed.
- 4.10 **Freight/Delivery Charges:** Freight/delivery charges shall be included in the bid price. No additional fees for delivery or freight shall be paid by Collin County.
- 4.11 **Testing:** Testing may be performed at the request of Collin County, by an agent so

designated by the County, without expense to Collin County.

- 4.12 **Samples/Demos:** When requested, samples/demos shall be furnished to the County at no expense.
- 4.13 **Descriptive Literature:** If bidding an equal, bidder is requested to submit descriptive literature sufficient in detail to enable an intelligent comparison of the specification of the product(s) bid. Failure to provide literature with this Request for Quotation may result in rejection of the bid or that part of the bid.
- 4.14 **Technical Information:** All bidders shall furnish technical information, bulletins and/or product identification specifications for each bid item bid. Material Safety Data Sheets and any required warnings regarding the safe use of the product(s) shall be included with bid. Recycled lubricants, oils or miscellaneous items shall NOT be accepted for award.
- 4.15 **Oil Change Due Stickers:** Vendor shall provide, at no cost, "Oil Change Due" stickers upon award of engine oil ordered and delivered in bulk.
- 4.16 **Termination:** Failure to comply and/or meet the requirements set forth in this document may result in rejection of bidder's proposal and/or cancellation of contract after award. Unsatisfactory work and/or on going delays, problems, and/or non-professional workmanship may also result in cancellation and/or stoppage of payments.