

**Rockwood School District – Transportation Department**

**Request for Quote**

**DUE ON JUNE 23, 2017 AT 3:00 PM CDT**

GENERAL SPECIFICATIONS

Release Date: June 12, 2017

The Rockwood School District’s transportation department requires bids for oils, lubricants and fluids related to school buses. The District owns a fleet of 164 Class “C” Blue Bird buses (Cummins diesel) and 22 Class “A” Ford powered (unleaded) school buses to serve our community of over 21,000 students. The preferred vendor should provide annual pricing for all vehicle related fluids listed in this RFQ for deliveries to the main bus lot located at 17146 Manchester Rd, Wildwood, MO 63040-1001.

The Rockwood School District reserves the right to accept any or all bids or to choose the bid considered to be in their best interest.

The final decision of purchase will be made upon the award of the Rockwood School District, Director of Purchasing and Transportation office as approved by the Board of Education.

Questions regarding the requirements of this RFQ shall be directed to Brenda Kirchhoefer, Buyer, at kirchhoeferbrenda@rsdmo.org. Items will be purchased as needed. The District is requesting multi-year pricing for the items contained within the attached Schedule A.

**NO BID WILL BE CONSIDERED IF RECEIVED AFTER THE DATE AND TIME SPECIFIED.**  Bids will be accepted if received by the specified date.

Please put the Bid Name on the outside of your return envelope.

BIDS MAY BE DELIVERED OR MAILED TO:

Rockwood School District   
Purchasing and Transportation Department

111 East North St.

Eureka, MO 63025-1229

In addition, a copy of the proposal shall be emailed to [kirchhoeferbrenda@rsdmo.org](mailto:kirchhoeferbrenda@rsdmo.org) after the specified due date and time.

**PRICING SCHEDULE “A”**

**BASED UPON STANDARD HOURS OF OPERATION**

**Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Company Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Year 1- July 1, 2017- June 30, 2018***

***Year 2- July 1, 2018- June 30, 2019***

***Year 3- July 1, 2019- June 30, 2020***

NOTICE TO VENDORS

Any price bid by vendor for DEF fluids offered to the Rockwood School District shall be the price in effect at the date of order unless specified otherwise in the bid offer.

The Rockwood School District reserves the right to accept alternate bids on any or all services where service dates listed in the specifications cannot be met by the vendor.

Signature below of authorized agent for vendor shall constitute recognition and acceptance of all conditions of the sale as listed and confirmation of multi-year pricing offer.

COMPANY NAME:    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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TELEPHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AUTHORIZED SIGNATURE:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature                                        Name (print or type)

Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\*Please Sign and return with Schedule “A” as part of your bid.**