



INVITATION TO BIDDERS

The City of Gatlinburg is accepting sealed bids on the supply and delivery of vehicle service supplies to various City Departments. Supplies shall consist of oils, grease, lubricants, and other miscellaneous supplies for the period of twenty-four (24) months.

The City of Gatlinburg reserves the right to extend the contract for an additional twenty-four (24) months. Bulk of deliveries shall be made to the Gatlinburg Service Center on Newman Road, with other locations listed in bid specifications.

Bid forms and specifications may be obtained from Delea Patterson, AP/Purchasing, Gatlinburg City Hall, 1230 Parkway East, Suite 2, P.O. Box 5, Gatlinburg, Tennessee 37738, Telephone Number (865) 436-1409. Email: *deleap@gatlinburgtn.gov*.

Bid specifications will also be available on the City of Gatlinburg website at www.gatlinburgtn.gov under "Out for Bids" tab. This bid tab is located under Gatlinburg Government, and then Purchasing. Bid results are posted in the same area as shortly after bid opening as possible.

If there are any questions, contact Larry Smith, Service Center Parts Manager, Telephone Number (865) 436-6210.

Bids shall be received until **2:30 p.m., May 26, 2016**, at which time they will be publicly opened and read aloud. No bid may be withdrawn for thirty (30) days.

Bids shall be submitted in a sealed envelope with the Bidder's name, address, date and time of the bid opening, and the Quotation "**Bid on Service Supplies**" stated clearly on the outside of the envelope containing the bid.

The City of Gatlinburg reserves the right to waive any informalities in, or to reject any or all bids and to accept the bid deemed most favorable to the interests of the City.

GENERAL PROVISIONS

Prices quoted shall not include Federal or State taxes, if any are applicable. The successful bidder shall furnish tax exemption forms, if required, with their invoices.

The prices quoted are that for which the materials or services will be delivered F.O.B. Gatlinburg, Tennessee.

Any additions, deletions, or variations from the following specifications must be noted.

Inspection of the materials or equipment will be made by an agent of the City of Gatlinburg, and if found defective or fails in any way to meet the terms of this agreement, it will be rejected. Rejected materials or equipment will be replaced at the expense of the bidder.

The City of Gatlinburg reserves the right to purchase additional units or services under the same terms and conditions for a period of twenty-four (24) months if mutually agreeable with vendor.

The City of Gatlinburg and/or the successful bidder shall cancel this agreement with a thirty (30) day written notice due to an escalation in pricing by either party.

The City of Gatlinburg reserves the right to defer payment for thirty (30) days after delivery. The City of Gatlinburg also reserves the right to reject any and/or all bids.

The bidder agrees to indemnify the City of Gatlinburg from any and all liability, loss or damage the City may suffer as a result of claims, demands, costs, or judgments against it arising from any and all work under this agreement.

The bidder agrees to notify the City, in writing, within thirty (30) days, by registered mail, at the City's address as stated in this agreement, of any claim against the bidder on the obligations indemnified against.

It is the policy of the City of Gatlinburg not to discriminate on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices, or in admission to, access to, or operation of its programs, services and activities. With regard to all aspects of this contract, contractor certifies and warrants it will comply with this policy.

SPECIFICATIONS FOR VEHICLE SERVICE SUPPLIES

1. Twenty-four (24) month delivery of the following supplies:
 - a. 275 gallon x 3 per year 5w-30 Pennzoil or equal motor oil in 60" tall x 27" wide x 44" long bulk tank CD/CC/SJ specifications.
 - b. 275 gallon x 3 per year 10w hydraulic oil in 60" tall x 27" wide x 44" long bulk tank
(Shell Spirax S4TXM or Equal) specifications.
 - c. 275 gallon x 3 per year 15w-40 diesel motor oil in 60" tall x 27" wide x 44" long bulk tank - CD/CC/SJ specifications, (Mobil Delvac 1300 or equal)
 - d. 1 x 55 gallon gear lube 75 w 90 synthetic in 55 gallon containers (Shell Spirax 56 or equal)
 - e. 100 gallons 80w/140 gear lube in 35 gallon containers
- posi-traction formula
 - f. 80-90 tubes chassis grease - moly base (price based on 80)
 - g. 8 cases (12 per case) power steering fluid OEM specifications (12oz. bottles)
 - h. 3 cases of 12 - 16oz bottle semi-synthetic two-cycle motor oil
 - i. 15 cases of Pennzoil I Motor Oil 5w30 in quart containers
 - j. 12 cases of Motorcraft 5w20 Synthetic Motor Oil in quart containers
 - k. 20 cases of ATFIII Transmission Fluid in quart containers
 - l. 3 cases of Mercon V Transmission Fluid in quart containers
 - m. 3 cases of Dexron VI Transmission Fluid in quart containers
 - n. 3 cases of ATF4 Transmission Fluid in quart containers

- o. 3 cases of SAE 30w Motor oil in quart containers
- p. 2 x 55 gallon drums Shell Tellus T 22 Blu Hydraulic Oil or equal
- q. 60 cases 6/1 Extended Life (orange) Antifreeze (mixes with all makes/models)
- r. 24 cases (6 gallon containers) windshield cleaner
- s. 25 bags (50 lb. bags) oil dry
- t. 2 cases windshield towels
- u. 12 cases Techron Fuel Injector Additive

Note: All Oils and Fluids need to be equal to or better grade than spec (no refined products)

All figures are estimates and are not to be considered as fixed amounts.

2. All deliveries will be made as ordered to the Gatlinburg Service Center on Newman Road or other City Departments as necessary.
 - 2a. Orders will be taken by a sales representative on site every two (2) weeks.
3. Deliveries will be made on an on-call basis within 24 hours of notification.
4. The City of Gatlinburg will be billed for deliveries by the 5th of each month and payment will be made by the last day of each month.
5. Any escalation clause will be included in the bid. Price increases shall only be accepted as are passed on to the supplier, with approval of the City. Price changes may be reason for cancellation by the City.
6. **SUBMISSION OF BIDS:** Bids shall be submitted in a sealed envelope. The envelope shall be addressed to the City of Gatlinburg and shall be identified on the outside with the Bidder's name and address, the project name "Bid on Service Supplies",

the date and time of the bid opening and such other information as the Bidder may feel necessary to identify it as a sealed bid and prohibit its premature opening. Bids may be submitted and withdrawn up to the bid opening time. Modification must be received in writing prior to the time of the bid opening.

7. Bid may be revoked at anytime for failure to meet any of the above specifications.
8. In the event that the contract is extended for an additional twenty-four (24) months from the expiration of the first contract, the additional twenty-four (24) month contract shall contain a non-appropriations clause such that should funds not be appropriated for the execution of this contract during any fiscal year, of the contract period, the contract shall be cancelled.

If there are any questions, contact Larry Smith, Service Center Parts Manager,
Telephone Number (865) 436-6210.

Please use Pricing Sheet provided to itemize products offered to sell.

Delea Patterson, AP/Purchasing
 City of Gatlinburg
 1230 Parkway East, Suite 2
 P.O. Box 5
 Gatlinburg, TN 37738

RE: Bid on Service Supplies

Item ID	ITEM	Container Size	Description Brand, etc.	Price Per Container	No. of Items	Total Price
a	5w30 Motor Oil	275 gallon			3	
b	10w Hydraulic Oil	275 gallon			3	
c	15w40 Diesel Motor Oil	275 gallon			2	
d	75w90 synthetic gear lube	55 gallon			2	
e	80w 140 gear lube, posi-traction formula	55 gallon			2	
f	Chassis Grease - Moly Base	tube			80	
g	Power Steering Fluid, OEM Specs	case of 12			8	
h	16 oz. Two Cycle Oil, semi-synthetic	case of 12			3	
i	Pennzoil I 5w30 Motor Oil	Case/Quarts			15	
j	Motorcraft 5w20 Synthetic Motor Oil	Case/Quarts			12	
k	ATF III Transmission Fluid	Case/Quarts			20	
l	Mercon V Transmission Fluid	Case/Quarts			3	

Item ID	ITEM	Container Size	Description Brand, etc.	Price Per Container	No. of Items	Total Price
m	Dexron VI Transmission Fluid	Case/Quarts			3	
n	ATF4 Transmission Fluid	Case/Quarts			3	
o	SAE 30w Motor Oil	Case/Quarts			3	
p	Shell Tellus T-22 Blu Hydraulic Oil or Equivalent	6 Gallon Case			60	
q	Extended Life (orange) Antifreeze (mixes with all makes/models)	55 gal drum			2	
r	Windshield Cleaner	6 Gallon Case			60	
s	Oil Dry	6 Gallon Case			24	
t	Windshield Towels	50lb bag			25	
u	Techron Fuel Injector Additive	case			2	

Our bid prices, listed above, contain no deviations from the advertised items, except as listed below. DEVIATIONS __ YES __ NO:

Signed/

Name (Print)

Date

Name of Company

Telephone Number

Address

Fax Number

City

State

Zip

Email

EACH BIDDER SHALL SUBMIT THIS STATEMENT OF COMPLIANCE WITH THEIR BID.

For Title VI and IX compliance, we ask for voluntary disclosure of the following information:

Gender: Male _____

Female _____

Race: Caucasian _____

African American _____

Other (please specify) _____

BIDDERS LIST

Universal Total Lubricants, Inc.
Attn: Larry Bookout
5502-B Middlebrook Pike
Knoxville, TN 37921
545-4112 Fax 769-8091 Cell 208-1517

Lubricorp, Att: Don Brantley
2648 Byington Solway Rd
Knoxville, TN 37931
(865) 474-7400 Fax 474-7401
adeal@lubricorp.net

Regal Petroleum Company
1206 Proctor Street
Knoxville, TN 37921
865-521-5010 Fax: 865-521-5066

Pioneer Petroleum Company
P.O. Box 1176
101 North Fairmont Street
Morristown, TN 37816

Sevier Farmers Co-Op
P.O. Box 4190
Sevierville, TN 37864

Rogers Petroleum
P.O. Box 1714
Morristown, TN 37816

Brooks Oil Company
Attn: Bobby Brooks
3100 Pleasant Ridge Road
Knoxville, TN 37921

Tri-County Oil Services
P.O. Box 12237
Knoxville, TN 37912