



Office of the Purchasing Director

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TO: ALL VENDORS  
FROM: LINDA E. JONES, CPPB  
DATE: April 7, 2022  
RE: Request for Bid

The City of Waycross, Georgia will receive sealed bids until 3:00 p.m., Monday,  
May 9, 2022

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For : Annual Oil and Lubricants

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As specified in the attached specifications.

The city reserves the right to accept or reject any or all bids, to waive formalities and technicalities, to make an award in the best interest of the City and to make an award item by item unless otherwise stipulated by the bidder. Bidder must comply with all Federal, State and Local Laws.

Factors to be considered in making this award, if awarded, will be prices, quality, and references. The City will be the sole judge of the weights given these factors.

Bids will be opened and read aloud in the conference room at City Hall, on the second floor – 417 Pendleton Street, Waycross, Georgia, on the hour and date specified above. No bids will be accepted after bid opening time. No faxed or emailed bids will be accepted.

**BIDS SHOULD BE MAILED TO: CITY OF WAYCROSS, PURCHASING DIRECTOR  
P. O. DRAWER 99  
WAYCROSS, GEORGIA 31502-0099**

**OR HAND DELIVERED TO: CITY HALL – PURCHASING DEPARTMENT  
(PRIOR TO OPENING) 417 PENDLETON STREET, ROOM 201  
WAYCROSS, GEORGIA 31501**

**BID ENVELOPE SHOULD BE MARKED: Bid #** FY 22-33 Oil/Lubes

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The city has provided a quote sheet for your convenience. All blank spaces shall be completed and returned with your bid package. Prices quoted shall be firm prices and remain firm until delivery is made. If awarded, the City will place an order with the successful bidder within 60 (sixty) days after bid opening.

**City of Waycross**  
**P.O. Drawer 99**  
**Waycross, GA 31502**

**REQUEST FOR QUOTATION**

**BID #:** OIL/LUBES FY22-33

**DATE:** April 7, 2022

**THE ABOVE NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE.**

**THIS IS NOT AN ORDER**

CHARGEABLE ACCOUNT NUMBER

QUOTE NOT LATER THAN  
3:00 p.m., May 9, 2022

REQUISITION  
NO.

DATE OF REQUISITION

PLEASE QUOTE ON THIS SHEET IN SPACES INDICATED BELOW FOR THE ARTICLES DESCRIBED. NOTE DELIVERY REQUIRED AND IN QUOTING, ADVISE DEFINITE DELIVERY. BASE YOUR QUOTATION ON THE TERMS AND CONDITIONS PRINTED AND/OR TYPED HEREON.

**WE QUOTE YOU AS BELOW**

NAME OF COMPANY

BY (SIGNATURE)

OFFICIAL TITLE

DATE

This is not an order

DELIVERY REQUIREMENT  ASAP ARO	DELIVERY PROMISED  ____ DAYS	TERMS  % Days	F.O.B. 629 SATILLA LANE WAYCROSS, GA 31501
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ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
<b>BID EFFECTIVE July 1, 2022 to June 30, 2023</b>			<b>Per Gallon</b>	<b>Per Drum</b>
1.	Est. 600 gal yr.	15W 40 Engine Oil – 400 SDE Chevron URSA or equal - Bulk	\$	\$
2.	Est. 250 gal yr.	5W 20 Engine Oil Chevy Supreme Syn Blend or equal - Bulk	\$	\$
3.	Est. 500 gal yr.	AW 68 Hydraulic Oil - Bulk	\$	\$
4.	Est.100 gal yr.	5W 30 Engine Oil Chevy Supreme Syn Blend or equal - Bulk	\$	\$
5.	Est. 350 gal yr.	Universal Hydraulic Tractor Oil Bulk	\$	\$
6.	Est. 150 gal yr.	0W 20 Dexos Full Synthetic Havoline or equal - Bulk	\$	\$
7.	Est. 2 drum yr.	85140 GL5 Universal Gear Oil or equal	\$	\$
8.	Est.400 lb yr.	85W140 Delo Gear EP5 or equal - Drum	\$	\$
9.	Est. 240 lb yr.	Chev Delo EP2 or equal - Keg	\$	\$
10.	Est. 110 gal yr	ATF MD-3 or equal	\$	\$
11.		AFT MD-5 - Quarts	\$	\$

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT MIKE JOHNSON, CITY GARAGE SUPT. 912-287-2963.

CONTRACT MAY BE EXTENDED FOR AN ADDITIONAL 4 YEARS, IF ALL PARTIES ARE IN AGREEMENT AND NO PRICE INCREASES.  
 ANNUAL BID FOR OIL/LUBES FY23 ON AN AS NEEDED BASIS.

**LINDA E. JONES, CPPB**  
**PURCHASING DIRECTOR**

QUOTATION REQUEST