

Requests for Quotes

Used Sport Utility Vehicle (SUV)

Due Date: 3:00 p.m. (Eastern Standard Time) on April 20, 2015

Check KCDC's web page for addenda and changes before submitting your quote.

Quote Number: Q1531

Deliver Quotes to: Knoxville's Community Development Corporation
Purchasing Division
901 Broadway N.E.
Knoxville, Tennessee 37917

Faxed/Emailed Responses are acceptable: **Yes** **No**

Award Results: KCDC posts the award decision to its web page at:
<http://www.kcdc.org/en/DoingBusiness/SolicitationResults.aspx>



General Information for Vendors

1. **BACKGROUND AND INTENT**

- a. Knoxville's Community Development Corporation (KCDC) is the public housing and redevelopment agency for the City of Knoxville and for the County of Knox in Tennessee.
- b. This is a request for quotes-not sealed quotes. KCDC could simply contact three vendors, obtain quotes and move forward but KCDC has chosen to solicit written quotes from all interested parties. This is not a formal sealed bid and the formal sealed bidding requirements do not apply.
- c. This specification covers one (1) USED Sport Utility Vehicle, model 2012 or newer with a maximum mileage not to exceed 60,000. These specifications are intended for the use in purchase of a completed vehicle unit with all equipment and accessories necessary for the safe operation of the vehicle provided. All parts, equipment and accessories shall be completely installed, assembled and/or adjusted as required and shall conform in strength, quality of materials and workmanship to recognized industry standards.

Body:	Sport Utility Vehicle (SUV) Model year 2012 or newer 4-Wheel Drive (4x4) or All Wheel Drive (AWD)
Seating:	Seating for 5 minimum Front row – Captain/Bucket seating with center console Cloth seats
Engine:	4 cylinder minimum 1.6 liter minimum, 3.0 liter maximum Gasoline or flex
Transmission:	Automatic or Manual
Mileage:	60,000 maximum
Condition:	Vehicle must be in “Good” to “Excellent” condition as defined by <i>Kelly Blue Book</i> in the sole option and judgment of KCDC.
Minimum Options:	Air Conditioning, Power windows and locks, ABS, AM/FM radio, Spare tire, Two sets of keys, Floor mats

- d. Failure to comply with the following requirements may void your quote from consideration.
 - 1. It is mandatory to attach a comprehensive specification sheet(s) to the quote sheet.
 - 2. Upgrades and equipment options in addition to these minimum specifications may also be included.
 - 3. Include all warranty information remaining on vehicle and/or those provided by dealer.
 - 4. Provide any vehicle repair/maintenance history information.
 - 5. Provide at least one (1) photograph of the vehicle.

6. Provide a Carfax® or other vehicle information history.
7. KCDC is tax exempt and will handle registering the vehicle as a government entity.
8. Any additional fees associated with this price quote must be clearly stated and be included in the total vehicle cost quote. Unstated fees will become the responsibility of the offerer. KCDC will not pay additional fees.
9. KCDC reserves the right to inspect and/or test drive the proposed vehicle and thus it must be in the metro Knoxville area.
10. KCDC reserves the right to reject any or all price quotes and KCDC assumes no obligation to purchase until awarded and a purchase order is issued.

2. **EVALUATION:**

The award, if any, will be based on the overall package offered including cost, mileage, optional equipment, et cetera.

3. **GENERAL INSTRUCTIONS**

KCDC no longer inserts “General Instructions to Vendors” in the solicitation document. These instructions are at www.kcdc.org. Click on “Doing Business With KCDC” where you will find a link to the instructions. By submitting a response to this solicitation, the vendor accepts the responsibility for downloading, reading and abiding by the terms and conditions set forth in KCDC’s “General Instructions to Vendors.” The vendor may wish to review certain applicable HUD instructions which can also be found on KCDC’s web site.

4. **QUESTIONS**









Submit questions pertaining to this document via email with “Questions about Used SUV” in the subject line, prior to the due date to purchasinginfo@KCDC.org.

[This and the previous pages do not need to be returned.](#)

Used Sport Utility Vehicle Q1531

Solicitation Document A General Response and Cost Section

General Information about the Vendor

Sign Your Name to the Right of the Arrow  Your signature indicates that you have read and agree to "KCDC's General Instructions to Vendors" on www.kcdc.org .	
Printed Name and Title 	
Company Name 	
Street Address 	
City/State/Zip 	
Contact Person (Please Print Clearly) 	
Telephone Number 	
Vendor's e-mail address (Please Print Clearly) 	

Statistical Information

This business is owned & operated by persons at least 51% of the following ethnic background:

Asian/Pacific <input type="checkbox"/>	Black <input type="checkbox"/>	Hasidic Jew <input type="checkbox"/>	Hispanic <input type="checkbox"/>	Native Americans <input type="checkbox"/>	White <input type="checkbox"/>
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As defined in KCDC's "General Instructions to Vendors", this business qualifies as being:

Section 3 <input type="checkbox"/>	Small Business <input type="checkbox"/>	Woman Owned <input type="checkbox"/>
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Cost

Make Offered	
Model Offered	
Year	
Trim/Style	
VIN	
To be delivered by date	
Base Price for <u>Used</u> SUV	\$
Destination Charges	\$
Dealer Profit	\$
Other Fees	\$
Less Incentives/Discounts	\$
TOTAL QUOTE FOR USED SUV	\$
(Includes the cost of all equipment to meet or exceed the required specifications.)	

Any specification exceptions must be explained in detail and attached to this sheet. Printed literature and specification information must be submitted with the price quote. Failure to include complete information will exclude your quote from consideration. Submit a separate price quote for each vehicle proposed.

Outdoor Litter Vacuum Q1528

Solicitation Document B Affidavits

1. Vendor fully understands the preparation and contents of the attached offer and of all pertinent circumstances respecting such offer;
2. Such offer is genuine and is not a collusive or sham offer;
3. Neither the said vendor nor any of its officers, partners, owners, agents, representatives, employees or parties interest, including this affiant, has in any way colluded conspired, connived or agreed, directly or indirectly, with any other responder, firm, or person to submit a collusive or sham offer in connection with the award or agreement for which the attached offer has been submitted or to refrain from making an offer in connection with such award or agreement, or collusion or communication or conference with any other firm, or, to fix any overhead, profit, or cost element of the offer price or the offer price of any other firm, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against KCDC or any person interested in the proposed award or agreement; and
4. The price or prices quoted in the attached offer are fair, proper and not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the firm or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.
5. The vendor is not ineligible for employment on public contracts because of a conviction or guilty plea or a plea of nolo contendere to violations of the Sherman Anti-Trust Act, mail fraud or state criminal violations with an award let by the State of Tennessee or any political subdivision thereof.
6. No commissioner or officer of KCDC or other person whose duty it is to vote for, let out, overlook or in any manner superintend any of the work for KCDC has a direct interest in the responder.
7. No employee, officer or agent of the grantee or subgrantee will participate in selection, or in the award or administration of an award supported by Federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the employee, officer or agent, any member of his immediate family, his or her partner, or an organization, which employs, or is about to employ, any of the above, has a financial or other interest in the firm selected for award.
8. The grantee's or sub-grantee's officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from vendors, potential vendors, or parties to sub-agreements.
9. By submission of this form, the vendor is certifying that no conflicts of interest exist.

The undersigned hereby acknowledges receipt of the above applicable laws and verifies that the proposal submitted in response to this solicitation is in full compliance with the listed requirements.

Signed by _____	
Printed Name _____	
Title _____	
Subscribed and sworn to before me this date _____	
By (Notary Public) _____	
My Commission Expires on _____	