



TO: ALL VENDORS
FROM: LINDA E. JONES, CPPB, PURCHASING DIRECTOR
DATE: May 1, 2018
RE: INVITATION TO BID

The City of Waycross, Georgia will receive sealed bids until 2:00 p.m.,
Thursday May 17, 2018

For the purchase of OIL/LUBES FOR FY19
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.

Factors to be considered in making this award, if awarded, will be prices, delivery, and availability of parts and service, and the suitability of the product for the using agency. 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.

**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 # OIL/LUBES FY19

The city has provided a bid form for your convenience. All blank spaces shall be completed and returned with your bid form.

City of Waycross

P.O. Drawer 99

Waycross, GA 31502

REQUEST FOR QUOTATION	
BID #:	OIL/LUBES FY19
DATE:	May 1, 2018
THE ABOVE NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE.	
THIS IS NOT AN ORDER	

QUOTE NOT LATER THAN 2:00 pm, May 17, 2018	REQUISITION NO.	DATE OF REQUISITION
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CHARGEABLE ACCOUNT NUMBER

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.

This is not an order

WE QUOTE YOU AS BELOW	
NAME OF COMPANY	
BY (SIGNATURE)	
OFFICIAL TITLE	DATE


DELIVERY REQUIREMENT ASAP ARO	DELIVERY PROMISED	TERMS % Days
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F.O.B.
714 PENDERGAST STREET
WAYCROSS, GA 31501

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
BID EFFECTIVE 7/1/18 THRU 6/30/19			Per Gallon	Per Drum
1.	Est. 6 totes yr.	15W 40 Engine Oil – CJ4/SM or equal (250 gal tote)	\$	\$
2.	Est. 6 drum yr.	AW 68 Hydraulic	\$	\$
3.	Est. 6 drum yr.	Universal Hydraulic Tractor Oil	\$	\$
4.	Est. 2 drum yr.	85140 GL5 Universal Gear Oil or equal	\$	\$
5.	Est. 400 lb yr	Moly EP2		\$
6.	Est. 3 drum yr.	Transmission Fluid, Mercon 5	\$	\$
7.	Est. 3 drum yr.	Transmission Fluid, Dexron III	\$	\$
8.	Est. 50 cases yr.	10W30 Engine Oil (quart bottles)	\$	\$

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 ANNUAL BID FOR OIL/LUBES FY19 ON AN AS NEEDED BASIS.



LINDA E. JONES, CPPB
PURCHASING DIRECTOR

QUOTATION REQUEST