

NAVAJO SPECIAL DIABETES PROGRAM
 INVITATIONAL TO BID
 "Heavy Duty Transporting Equipment"
 BID NO: 21-01- 2401LE
 PROPOSAL DUE DATE: January 27, 2021
 CONTACT PERSON: Eric Gale, Senior Program Specialist
 Phone: 928-871-6532/6724 Fax: 928-871-6543

PROPOSAL & BID SUBMITTAL DEADLINE AND RELEVANT INFORMATION: All proposals and bids delivery using UPS or Federal Express must be physically submitted to: PHYSICAL ADDRESS: Navajo Special Diabetes Program, Tribal Administration Building 2, Route 100, Window Rock, Arizona 86515

ATTN: Eric Gale, Senior Program Specialist

MAILING ADDRESS: Navajo Special Diabetes Program P.O. Box 3748 Window Rock, Arizona 86515

SECTION I

A. RESPONDENT REQUIREMENTS: All respondents must have, as a minimum, the capabilities listed herein and the bid proposals submitted must reflect in detail the inclusion of these services. Respondent should also provide technical information of delivery of services required in this IFB.

B. SCOPE OF WORK:

Navajo Special Diabetes Program (NSDP) is seeking proposal bids from qualified manufactures or dealers for the purchase of one (1) new 24-foot heavy duty enclosed trailer; new 20-foot heavy duty flatbed trailer; and new gooseneck 24-foot heavy duty flatbed trailer. The enclosed trailer, heavy duty utility flatbed trailer and goose neck heavy duty utility flatbed trailer will be pulled behind the NSDP's existing 2500 HD Trucks and 3500 HD Dually Trucks. All parts, equipment, and accessories shall confirm in strength, quality of material and workmanship to the latest recognized industry standards. The dealer or manufacturer, at no additional charge to the NSDP, shall also install optional equipment, as necessary, to meet the requirements of this specification. Please provide a quote for the following or equal materials:

24-Foot HEAVY DUTY ENCLOSED CARGO TRAILER

Heavy-duty enclosed cargo trailer with an adjustable forged coupler, LED lights and a treated floor for a professional-grade appearance and impressive brawn.

SPECIFICATIONS:

<i>G. V. W. R.</i>	9,900 lbs.	<i>Max Payload</i>	GVWR 6,400 on 24 ft. All payload ratings are for an even distributed load
<i>External Length</i>	24 ft.	<i>Roof Type</i>	One Piece Aluminum
<i>External Width</i>	8 ft. 5 in. at outside of fender	<i>Axles</i>	5200 lb. EZ lube Rubber Torsion, 4 in. drop. All Electrical Brakes on all four wheels
<i>Interior Height</i>	6 ft. 6in. at center	<i>Lighting</i>	LED Taillights; LED slim line running lights
<i>Interior Width</i>	8 ft. (81 in. between wheel boxes)	<i>Tongue Jack</i>	Zinc plated front wind jack with sand foot
<i>Exterior Skin</i>	.30 painted aluminum with color choices for same price	<i>Stoneguard</i>	24 in. 045 ATO V-nose covered
<i>Rear Door Type</i>	Barn Door – Door opening 7 ft. 5in wide and 6 ft. 3 in. tall	<i>Tires/Wheels</i>	235/80 R16 LRE (3,520) Premium Radial Load Range E on Steel Chrome wheels for 5,200 lb. axles
<i>Side Door</i>	32 in. RV style with flush look and bar lock	<i>Fenders</i>	Bushed Aluminum
<i>Main Frame</i>	6 in. x 2in. tubing main frame and tongue	<i>Coupler</i>	2 5/16 in a-frame

<i>Floor Crossmembers</i>	Formed channels – 16 in. o.c.	<i>Floor</i>	¾ in. Dry Max – High Tech enclosed trailer floor material
<i>Wall Studs</i>	1 in x 1.23in tubing – 16 in. o.c.	<i>Interior Liner</i>	3/8 in. Dry Max – High Tech enclosed trailer floor material
<i>Roof Vent</i>	Side Vent Air Scoop	<i>Style of Front</i>	V-Nose
<i>Exterior Fasteners</i>	Bonded screwless exterior	<i>Safety Chains</i>	Heavy duty Safety Chains
<i>Spare Tire Mount/Spare Tire</i>	235/80 R16 LRE (3,520) Premium Radial Load Range E on Steel Chrome wheels for 5,200 lb. axles	<i>Warranty Coverage</i>	Three (3) Years and One (1) Year non-Wearing Items

20-Foot HEAVY DUTY TANDEM AXLE UTILITY TRAILER

Heavy-duty, pipe-top equipment trailer with an adjustable forged coupler, LED lights and a treated floor for a professional-grade appearance.

SPECIFICATIONS:

<i>G.V.W.R.</i>	15,000 lbs.	<i>Deck Length</i>	20 ft.
<i>Electrical</i>	Sealed Modular Wiring with LED Lights	<i>Deck Height</i>	26 in.
<i>Frame</i>	6 in. Channel, with 3 in. channel cross members	<i>Deck Width</i>	82 in. Between Fenders
<i>Dovetail</i>	2 ft. Dove	<i>Fenders</i>	Diamond Plate Fenders
<i>Ramps</i>		<i>Brakes</i>	All Wheel Electric Brakes
<i>Tongue</i>	6 in. Channel Wrap Around	<i>Jack</i>	12,000 lb. Drop Foot Jack
<i>Tires</i>	235/80 R16 LRE (3,520) on Steel Chrome Wheels	<i>Axles</i>	1 -4000 lb. e-z lube axles
<i>Floors</i>	2 in. Treated Wood	<i>Suspension</i>	Slipper Springs
<i>Coupler</i>	2-5/16 Adjustable Ball Coupler	<i>Toolbox</i>	Chain Box with lockable lid standers
<i>Safety Chains</i>	Heavy Duty Safety Chains	<i>Finish</i>	Primed, 2 coats of automotive gravel enamel, pin striped
<i>Ramps</i>	60 in. x 20 in. Flip up Ramps 4 in, Channel runners	<i>Tie Downs</i>	Stake Pockets and Rubrails
<i>Spare Tire Mount/Spare Tire</i>	235/80 R16 LRE (3,520) on Steel Chrome Wheels	<i>Warranty Coverage</i>	Three (3) Years and One (1) Year non-Wearing Items

24-Foot SINGLE WHEEL TANDEM AXLE GOOSENECK TRAILER

Super-duty, single-wheel gooseneck with dual-wheel axles, high tensile steel frame, dual 12,000# drop-leg jacks, an integrated toolbox, Dexter Axles and ramps.

SPECIFICATIONS:

<i>G.V.W.R.</i>	17,000 lbs.	<i>Deck Length</i>	24 ft.
<i>Electrical</i>	Sealed Modular Wiring with LED Lights	<i>Deck Height</i>	35 in. With Side Steps Standard
<i>Frame</i>	10 in. Channel, with 3 in. channel cross members	<i>Deck Width</i>	Maximum 102 in.
<i>Dovetail</i>	4 ft. Wood Dove	<i>Fenders</i>	
<i>Side Rail</i>	6 in.	<i>Brakes</i>	All Wheel Electric Brakes
<i>Tongue</i>	10 in. I-beam Gooseneck	<i>Jack</i>	12,000 lb. Drop Foot Jack
<i>Tires</i>	235/80 R16 LRE (3,520) on Chrome Wheels	<i>Axles</i>	1 -7,000 lb. e-z lube axles
<i>Floors</i>	2 in. Treated Wood	<i>Suspension</i>	Slipper Springs
<i>Coupler</i>	2-5/16 Adjustable Ball Coupler	<i>Toolbox</i>	Chain Box with lockable lid standers
<i>Safety Chains</i>	Heavy Duty Safety Chains	<i>Finish</i>	Primed, 2 coats of automotive gravel enamel, pin striped

<i>Ramps</i>	60 in. x 20 in. Flip up Ramps 4 in, Channel runners	Tie Downs	Stake Pockets and Rubrail
<i>Spare Tire Mount/Spare Tire</i>	235/80 R16 LRE (3,520) Premium Radial Load Range E on Steel Chrome wheels for 5,200 lb. axles	Warranty Coverage	Three (3) Years and One (1) Year non-Wearing Items

TERM: The term of the contract will begin March 01, 2021 and end September 30, 2021.

SECTION II The following documents are required and must be submitted:

1. Navajo Nation Certification Regarding Debarment & Suspension (Attached)

2. Federal Form Tax W-9

3. Licensed, bonded, and current General Liability Insurance.

A. Proposal Format:

1. Respondent(s) must indicate if they are priority one or two vendor with the Navajo Nation.

2. All proposals must be typed on standard 8-1/2 x 11 paper and placed in a binder with tabs delineating each section.

3. An original RFP response and three (3) copies must be provided in a sealed envelope.

4. The proposal must be organized and indexed in the following format:

- a. A letter of Transmittal
- b. Statement of Qualifications
- c. Proposal on Contract approach
- d. Proposed Cost (Sealed in Separate Envelope)

5. Each proposal must be accompanied by a letter of transmittal. The letter of transmittal must include:

- a. Background of company;
- b. Name, title and signature of the person responding to the IFB;
- c. Name, title, and telephone number of person authorized to negotiate on behalf of the organization(s);
- d. Name, title, and telephone number of contact person;
- e. Explicitly indicate acceptance of the conditions governing this procurement;
- f. Acknowledge receipt of any and all amendments to the IFB.

6. The respondent must submit a statement of qualifications to include:

- a. A resume.
- b. Number of years of experience working with the Navajo Nation government or other government entities.
- c. Licensure or certification to provide services for Arizona, New Mexico and Utah.
- d. Three (3) references. Each reference must include the name, address, and telephone number of a contact person who can describe the quality, quantity, and substance of services provided.
- e. Certificate of Liability Insurance.

7. Proposed cost (Sealed in Separate Envelope)

B. REJECTION OF PROPOSALS: The Navajo Nation reserves the right to waive any informalities or irregularities in the IFB or reject any or all proposals whenever such rejection is in the best interest of the Navajo Nation.

C. **PROCUREMENT OF IFB:** This procurement shall be conducted in accordance with all applicable Navajo Nation laws and regulations including the Navajo Business Opportunity Act. All applicable rules, regulations, and laws shall also be followed. Prospective Vendors shall familiarize themselves with Navajo Nation regulations prior to submitting responses to this IFB and may request a copy of Navajo Nation procurement regulations from the NSDP Senior Program Specialist at any time up to the Deadline for Proposals.

D. **INQUIRIES:** Any inquiries regarding this IFB should be submitted in writing to Eric Gale, Senior Program Specialist. Only written responses to questions will be considered official. All questions will be directed to Eric Gale or Randall Comb at 928-871-6532 email: ericdale@navajo-nsn.gov; or rcomb@navajo-nsn.gov.

E. **AMENDED PROPOSALS:** A respondent may submit an amended proposal before the deadline for receipt of proposals. Such amended proposals must be a complete replacement for a previously submitted proposal and must be clearly identified in the transmittal letter.

F. **PROPOSAL SUBMISSION:** Proposals must be received on or before 5:00 p.m., Wednesday January 27, 2021. Respondents who are mailing their proposals should allow sufficient time for mail delivery to ensure receipt by the date specified. It is recommended that proposals be sent by certified mail to the address indicated on the cover sheet of the IFB. Late proposals will not be accepted.

G. **REJECTION OF PROPOSALS:** NSDP reserves the right to reject any and all proposals. This IFB may be canceled at any time and all proposals may be rejected in whole or in part when the NSDP Program Manager determines it is in the best interest of the Navajo Nation.

H. **PROPRIETARY INFORMATION:** Any restriction on the use of data contained within any proposals must be clearly stated in the proposal. Proprietary information submitted in response to this IFB will be handled in accordance with applicable purchasing procedures. Each and every page of the proprietary material must be labeled or identified with the word "proprietary" or "confidential".

I. **RESPONSE MATERIAL OWNERSHIP:** All material submitted regarding this IFB shall become property of the Navajo Nation and will not be returned to the respondent. Responses received will be retained by NSDP and may be reviewed by any person after final selection has been made. NSDP has the right to use any or all system ideas presented in reply to this IFB. Disqualification or non-selection of a respondent or proposal does not eliminate this right.

J. **INCURRING COSTS:** Any cost(s) incurred by the respondent in preparing, transmitting, presenting, or modifying the proposal or material for this IFB shall be the responsibility of the respondent.

K. **SUFFICIENT APPROPRIATION:** A contract awarded as a result of this IFB is contingent upon the availability of funds. A contract may be terminated or reduced in scope if sufficient funds do not exist. Written notice to the Vendor shall affect such termination or reduction in scope. The NSDP Program Manager's decision to terminate or reduce the scope due to insufficient appropriations shall be accepted as final by the Vendor.

L. **EVALUATION PROCEDURES AND SELECTION CRITERIA.**

1. An evaluation team will evaluate the proposals received in accordance with the general criteria used herein. Respondents should be prepared to provide any additional information the team feels necessary for the fair evaluation of proposals.

2. Failure of a respondent to provide any information requested in the IFB may result in disqualification of the proposal. All proposals must be endorsed with the signature of a responsible official having the authority to bind the respondent to the execution of a contract.

3. The sole objective of the review team will be to select the respondent who is most responsive to the needs of NSDP. The specifications in this IFB represent the minimum performance necessary for a response. On the basis of the evaluation criteria established in this IFB, the review team will select and recommend the respondent who best meets this objective. If there is only one responsive bid, the NSDP Program Manager may elect to evaluate the IFB solely.

4. Evaluation Criteria: The following criteria will be used by a review committee in the selection process for contract award. Initial Point Criteria:

- a. Statement of Qualifications 1-25 points Licensure/Certification for AZ, NM, and UT List of three (3) Client References
- b. Technical Requirements 1-25 points Project/Product Description
- c. Navajo Nation Vendor, Priority 1 or 2 1-10 points
- d. Cost of Service 1-40 points Total possible points = 100

M. STANDARD CONTRACT: The Navajo Nation reserves the right to incorporate standard contract provision into any contract negotiations as a result of a proposal submitted in response to the IFB.

N. TAX: All appropriate taxes should be included in cost of services including the Navajo Sales Tax. All work performed within the territorial jurisdiction of the Navajo Nation is subject to the Navajo Sales Tax of 6% (24 N.N.C. Section 601 et. seq.)

O. SOVEREIGNTY: The Navajo Nation will not relinquish any of its sovereignty rights.

SECTION III

A. RESPONDENT REQUIREMENTS: All respondents must have, as a minimum, the capabilities listed herein and the bid proposals submitted must reflect in detail the inclusion of these services as well as the additional forms required in Section II. Respondent should also provide technical information of delivery of services required in this IFB.