

**INVITATION FOR BIDS**

BID OPENS: February 17, 2022      BID CLOSE DATE:      March 24, 2022 (5:00 MDST)

Invitation: GM (2022-2023 Chevrolet Express):      5 Quigley 4WD Conversion and ADA Compliant 12 Passenger Vans

8 Quigley 4WD Conversion and ADA Compliant 15 Passenger Vans

BID No:     21-14-2592RW    

The Division of Aging and Long Term Care is currently Releasing an RFP for Thirteen 2022-2023 Chevrolet Express Vans, 5 will be for 12 Passenger 4 Wheel Drive Conversion Chevrolet Express Van and ADA Compliant and 8 will be for 15 Passenger, 4 Wheel Drive Conversion Chevrolet Express Van. In order to maintain like Equipment, Maintenance and overall fleet stability, the Division of Aging and Long Term Care Support desires to utilize a single bidder for the RFP. Bidder shall bid these vehicles as a package with all specified Vehicle Included and allow for minor edits to specs to meet budgetary needs.

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CONTACT PERSON:      Kyle Rockbridge, Associate Contract Analyst  
Navajo Division of Aging and Long Term Support  
Department of Health  
THE NAVAJO NATION  
Telephone Number: (928) 871 6248  
EMAIL: [kylrockbridge@navajo-nsn.gov](mailto:kylrockbridge@navajo-nsn.gov)

Return All Responses To:

Deliver To:      THE NAVAJO NATION  
Purchasing Services Department  
Administration Building 1  
2559 Tribal Hill Dr  
Window Rock, Arizona 86515  
Attn: Lorita Etsitty  
BID NO.:     21-14-2592RW    

Or

Mail To:      THE NAVAJO NATION  
Office of Controllers  
Purchasing Department  
PO Box 3150  
Window Rock, AZ 86515  
ATTN: Lorita Etsitty  
BID NO.:     21-14-2592RW    

(Must Identify BID# and Company Name on the Outside of all sealed Package/Envelope)  
Please Submit an Original, and two (2) copies of your sealed bid

## **Notice to Dealerships:**

### **A. CONDITIONS GOVERNING THE INVITATION FOR BIDS**

Must be authorized and fully certified licensed automotive dealership that meets all the standards and qualification from the vehicle manufacture in terms of facilities, equipment, parts, tools and trained technicians to handle all required services. Vehicle must be delivered in a timely manner as bid evaluation will be based on most responsive bid in accordance to specifications and criteria. Should the Bidder be verified as being on the Navajo Nation Business Regulatory Listing, they will have an advantage. However, this does not guaranteed BID award. BID price shall be F.O.B. Window Rock and to the designated delivery point at Fleet Management Department. Vehicles shall be delivered to the Navajo Nation free from any purchase money or lien or security interest. The manufacturers published warranty for the vehicle shall apply to all vehicles purchased by Navajo Division of Aging and Long Term Care Support.

The Navajo Nation is not bound to enter into a contract under Invitation for Bids and may issue a subsequent Invitation for Bids for the same goods.

Since the Navajo Nation is a Sovereign government all contracts entered shall comply with, all Navajo Nation law, rules and regulations, as well as applicable federal laws, rules and regulations.

### **B. CONDITIONS GOVERNING THE PROCUREMENT**

Bid shall be effective on date of award and the availability of funds will determine the number of vehicle amenities to be purchased, and additional procurement for like kind and quality of vehicles also qualifies for bid price. Navajo Nation Fleet Management personnel will make on-site visits to either manufacturer's/ Bidders facilities, as needed, to ensure compliance with specifications are met, of approve any deviations, if necessary.

The Navajo Nation Fleet Management will receive, at time of delivery of vehicles, all pertinent documents necessary for titling and licensing vehicles, documents include Manufacturer's statement of Origin and Odometer statement. Only Navajo Nation Fleet will be responsible for registering all vehicles through the Navajo Nation Property Management Department.

Payment will be made after delivery of the vehicle and receipt of all pertinent documents, including invoice. Full payment is to be made no Later than 15 days following receipt of all pertinent documents, including invoice. Temporary license sticker must accompany delivery if no release Manufacturer Statement of Origin is included as part of the documents: and will delay timely payment.

### **C. SPECIFICATIONS**

See the following attachments for specifications for each vehicle and quantity required, including any exhibits. Bid price must meet minimum specifications or exceeded minimum specifications. Bid must note any exceptions.

### **D. CLOSING REMARKS**

The BIDs will Open on February 17, 2022, and close by March 24, 2022 at 5 p.m. Mountain Standard time. RFP's received after the specified time, will not be accepted. Please all adequate time for delivery. If using a courier service, the dealership is responsible for ensuring the delivery will be made directly to the required location. Please include any applicable fees an 6% Navajo Nation Tax (The Navajo Nation does not pay federal or state taxes)

**Contact Person:** Kyle Rockbridge, Associate Contract Analyst  
**Phone:** (928)-871-6248  
**Email:** [KyleRockbridge@navajo-nsn.gov](mailto:KyleRockbridge@navajo-nsn.gov)

If you have Questions, please contact me at the listed number above.

After BID's are submit no later than 5:00 PM MST, March 24, 2023. The bid packages will be opened and reviewed by the BID TEAM on/ by March 26,2022 and a selection will be made by March 31, 2023. The selected vendor will be notified by Navajo Nation Division of Aging and Long Term Care Support Associate Contract Analyst, Kyle Rockbridge, by April 2, 2023, on Invitation for BID.

Submission of bids:

Bid package (include BID Number: 21-14-2592RW) Can Be delivered to:

The Navajo Nation Purchasing Services Department  
Admin Building One, Window Rock Blvd  
Window Rock, Arizona 86515

ATTN: Lorita Etsitty  
BID No.: 21-14-2592RW

Bid Package (Include Bid Number 21-14-2592RW) can be mailed:

The Navajo Nation Purchasing Services Department  
Admin Building One, Window Rock Blvd  
Window Rock, Arizona 86515

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