

**REQUEST FOR PROPOSALS
DEPARTMENT OF RESOURCE ENFORCEMENT (DRE)
Toy Hauler
BID#_23-03-2971KS**

Proposal Due Date: 5:00 p.m., May 05, 2023

DESCRIPTION: The Navajo Nation
Resource Enforcement – Toy Hauler

CONTACT PERSON: Ms. Hope Wilson
Department of Resource Enforcement
(928) 871-7336

RETURN ALL RESPONSES TO:

DELIVER TO:

THE NAVAJO NATION
DEPARTMENT OF RESOURCE ENFORCEMENT (DRE)
(Executive Office Building, 1-2636)
Window Rock, Arizona 86515
ATTN: Sgt. Brandon Tsosie

MAIL TO:

THE NAVAJO NATION
DEPARTMENT OF RESOURCE ENFORCEMENT (DRE)
P.O. Box 9000
Window Rock, Arizona 86515
ATTN: Sgt. Brandon Tsosie

REQUEST FOR PROPOSALS

Department of Resource Enforcement for Purchase of a Toy Hauler

A. STATEMENT OF WORK

This is a Request for Proposal is for the purchase of a latest model toy hauler for the Department of Resource Enforcement. The hauler will be used by staff in the field related to special assignments and projects related to Natural Resources. The specifications requested and needs of the Department are outlined in the Request for Proposals (RFP) under Scope of Goods and Services (Exhibit A). Proposals must be all inclusive for an out the door price. The selection will be based on overall price, services, performance and reliability of the proposers.

The remoteness and vast land mass of the Navajo Nation, leaves limited services for staff related to food and lodging accommodations. Often times it is more than an hour drive one-way to find essentials for staff. This causes long days for staff having to travel and seek food establishments or lodging accommodations. The toy hauler will allow staff to transport needed supplies and materials in an enclosed unit, provide for on-site food preparation/distribution and lodging accommodations.

The Department of Resource Enforcement will be accepting proposals for the product requested until May 05, 2023, at which time the deadline for submittals will be 5:00 PM DST. **No Late Proposals Will Be Accepted.**

SECTION I

SCHEDULE OF ACTIVITIES AND CONTACT

A. TIME SCHEDULE

It is the DRE's intent to follow the following process and timetable, resulting in the selection of a vendor. At the discretion of DRE, it may change the estimated dates and the process set forth below as it deems necessary.

SCHEDULE

DEADLINES:

1. Prospective Respondents inquiry deadline
(No questions accepted after this date)
Inquires and questions will be answered at
any time up to the deadline, questions will

April 21, 2023 @ 5 PM

be in writing.

- | | |
|-------------------------------|-------------------------|
| 2. Due date for all proposals | May 05, 2023 @ 5 PM |
| 3. Opening of Submittals | May 10, 2023 @ 10:00 AM |
| 4. Award date for product | May 31, 2023 |

- B. CONTACT/INQUIRES: Prospective Respondent may make a written inquiry concerning this RFP to obtain clarification of requirements. No inquires will be accepted after the inquiry deadline listed in Section A.

Inquires will be made to the attention of:

Brandon Tsose at (928) 221-7633
Department of Resource Enforcement
bwtsose@navajo-nsn.gov

- C. ADDENDUMS OF SUPPLEMENT TO THIS REQUEST FOR QUALIFICATIONS: In the event that it becomes necessary to revise any part of the RFP, an addendum will be issued.

SECTION II

INSTRUCTION TO BIDDERS:

- A. PROPOSALS SUBMISSION: Proposals must be received on or before 5:00 p.m. May 05, 2023. Respondents who choose to mail their documents should allow sufficient time for mail delivery to ensure receipt by the time specified. If mailed: It is recommended that documents be sent by certified mail to the address indicated on the cover sheet of the RFP. **NO LATE PROPOSALS WILL BE ACCEPTED.**
- B. Six (6) COPIES OF THE PROPOSAL ARE REQUIRED: The original and five (5) copies of the proposals must be delivered in a sealed 10 x 14 manila envelope. The outside of the envelope should be clearly marked with the project name, "**DRE – TOY HAULER,**" and the name and address of the vendor submitting the proposal must be on the face of the envelope. In the lower left hand corner indication Priority # if applicable. No facsimile, electronic or telephone proposals will be accepted.