



NAVAJO POLICE DEPARTMENT
Office of the Chief of Police
P.O. Box 3360
Window Rock, AZ 86515
Phone 928.871.6363

October 2, 2023

REQUEST FOR PROPOSALS # 23-10-3140SB
PURCHASE OF A NEW SNOWCAT

THIS IS NOT AN ORDER

DATE ISSUED: October 12, 2023

SEALED BIDS WILL BE RECEIVED AT:

THE NAVAJO NATION
Purchasing Services Department
Administration
Building #1 – 1st Floor
Attn: Purchasing Section
Window Rock Blvd
Window Rock, AZ 86515

BID DUE DATES:

November 3, 2023 BY 5:00 PM MST
ANY BIDS RECEIVED AFTER THIS
DATE/TIME WILL NOT BE ACCEPTED

The Navajo Police Department (NPD) is soliciting bids from interested parties to provide the equipment specified herein. Interested parties are invited to submit a bid to supply said items to NPD. Bids must be submitted on the bid form contained herein and must be mailed or delivered to the above address. Bids received via facsimile transmission will be considered non-responsive. The bid shall be in a sealed envelope with the bid number _____ clearly printed on the face of the envelope. Bids must be complete and in U.S. dollars. See instructions and conditions enclosed herein.

NPD reserves the right to reject any and all bids, or any part thereof, negotiate changes in bids, accept any bids or any part thereof, waive minor informalities or defects in any bids, and not to award the proposed contract if it is in the best interest of the Navajo Nation.

NPD shall not be held responsible for bidder's lack of understanding of what is required by this bid. Should a bidder not understand any aspect of this bid, or require further explanation, or clarification regarding the intent or requirements of this bid, it shall be the responsibility of the bidder to seek guidance from the NPD.

NPD may award a contract resulting from this solicitation to the responsive offeror whose offer conforming to this solicitation will be the most advantageous to the NPD. NPD may reject any or all offers if such action is in the best interest of NPD, and waives informalities and minor

Standard Instructions, and General Terms and Conditions incorporated in this solicitation.

This solicitation is not to be construed as a commitment of any kind nor does it commit the NPD to pay for any costs incurred in the submission of an offer or for any other incurred cost prior to the execution of a formal contract.

BIDDER/VENDOR TERMS AND CONDITIONS: PROSPECTIVE BIDDERS ARE CAUTIONED TO PAY PARTICULAR ATTENTION TO THIS CLAUSE. Bidder/contractor imposed terms and conditions which conflict with this Invitation to Bid terms and conditions are considered counter offers and, as such, will cause the Navajo Police Department to consider the bid non-responsive.

If a bidder attaches additional terms and conditions as part of the bid, such attachments must be accompanied by a disclaimer stating that in the event of conflict between the terms and conditions of this Invitation to Bid and the terms and conditions of the bidder/contractor, the terms and conditions of the Invitation to Bid will prevail.

Please direct all responses and/or questions concerning this invitation to bid to Harlan Cleveland, Navajo Police Department, P.O. Box 3360 Window Rock, AZ 86515, telephone number 928-729-4513, email address hcleveland@navajo-nsn.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Daryl T. Noon', is positioned above the typed name.

Daryl T. Noon
Chief of Police
Navajo Police Department

INDEX

APPENDIX A	MINIMUM QUALIFICATIONS
APPENDIX B	SPECIFIC TERMS AND CONDITIONS
APPENDIX C	SPECIFICATIONS
APPENDIX D	COST SCHEDULE
APPENDIX E	FORM W-9 (Rev. 2018)
APPENDIX F	DEBARMENT AND SUSPENSION
APPENDIX G	PURCHASE ORDER TERMS AND CONDITIONS

REQUIRED DOCUMENTS

REQUIRED FOR BID. Bids will not be considered if the following documents are not completely filled out and submitted at the time of bidding:

1. Cost Schedule
2. **Three (3) COPIES OF THE PROPOSAL ARE REQUIRED:** The original and two (2) copies of the proposals must be delivered and in a seal 10 x 14 manila envelope. The outside of the envelope should be clearly marked with the project name, "**NPD-SNOWCATS**", and the named and address of the vendor submitting the proposal must be on the face of the envelope. In the lower left corner indication Priority # _ if applicable. No facsimile electronic or telephone proposals will be accepted.

APPENDIX A

MINIMUM QUALIFICATIONS

The items to be purchased through this bid are critical to the operation of the Navajo Police Department, any vendor who responds to this bid must meet the following minimum qualifications in order to be considered responsive:

- 1.) Be the original manufacturer, be the distributor / dealer authorized by the manufacturer that routinely maintains an inventory of the requested product as part of its normal business and is authorized by the original manufacturer to serve.
- 2.) Have the authority and capacity to provide full support for all product warranties, including technical "trouble shooting" support.
- 3.) Be able to provide audited financial statements demonstrating the financial ability to meet the requirements of any order that may result from this solicitation.

The NPD may conduct an inspection of the supplier's facility to include its offices and inventory of the items being solicited prior to contract award. All bids submitted in response to this invitation to bid must be signed by an individual with the legal authority to submit the offer on behalf of the company. Bids received from manufacturers/suppliers that do not meet these qualifications will not be considered

APPENDIX B

SPECIFIC TERMS AND CONDITIONS

Any contract resulting from this Invitation to Bid shall incorporate the following terms and conditions contained in this bid package.

Method of Bidding: Bids must be submitted in the spaces provided on the bid sheets of this invitation in accordance with the conditions of bid as stated herein. The bid will not be considered to be complete unless all spaces have been filled in. Consideration for award will be provided to complete bids only. If a bidder wishes to supply additional information, it may include same along with the bid in the sealed bid envelope.

Navajo Police Department Rights in Regards to Bid: The Navajo Police Department reserves the right to reject any of all bids, to waive any informality in bids, to accept in whole or in part such bid or bids as may be deemed in the best interest of the purchaser.

Bidder's Terms and Conditions: Prospective bidders are cautioned to pay particular attention to this clause. Bidder/contractor imposed terms and conditions which conflict with this Invitation to Bid terms and conditions are considered counter offers and, as such, will cause the Navajo Police Department to consider the bid non-responsive.

If a bidder attaches additional terms and conditions as part of the bid, such attachments must be accompanied by a disclaimer stating that in the event of conflict between the terms and conditions of this Invitation to Bid and the terms and conditions of the bidder/contractor, the terms and conditions of the Invitation to Bid will prevail.

Assignment: The agreement to be established as a result of this solicitation shall not be assigned by the contractor in whole or in part without the express written consent of the Navajo Police Department, nor shall the contractor have the right to authorize or permit the use of the Navajo Police Department's equipment or service facilities by third parties without the express written consent of the Navajo Police Department.

Hold Harmless: The contractor shall indemnify the Navajo Police Department against liability and hold it harmless from loss in respect to any and all claims and demands whatsoever rising out of the performance of this agreement, save and except the contractor shall not be liable for acts of negligence of Navajo Police Department employees acting within the scope of their employment. The Navajo Police Department shall not be liable for any costs incurred by the bidder in bid preparation.

F.O.B. Point: All prices quoted shall be F.O B. Navajo Police Department – Office the Chief of Police, Window Rock, AZ.

Performance Assurances: Before final award of any contract as a result of this Invitation to Bid, awarded vendor will be required to make adequate assurance of performance in the form of verifiable information to the contract officer. Failure to make adequate assurance shall by signature of this bid render the vendor's bid non-responsive to this Invitation.

Addenda: The NPD procurement officer will attempt to notify all who are known to have received the solicitation documents if any amendments are issued, but it shall be the bidder/offerors responsibility to ascertain prior to submitting a bid/proposal that he/she has received all addenda issued

Delivery Date: Your bid should indicate the earliest firm delivery date after receipt of award. NPD shall fully expect the successful contractor to completely satisfy contract performance requirements in accordance with firm delivery dates offered in the Cost Schedule.

Note: Each bidder shall indicate compliance or exception to each specification item individually in the bid response.

Incurred Costs: The issuance of a solicitation does not obligate NPD to pay for any bid/proposal preparation costs incurred by bidders/offerors and does not obligate NPD to award a contract for supplies/services. All costs incurred as a result of a solicitation or contract negotiations resulting from a solicitation, including travel and personal expenses, are the sole responsibility of the bidder/offeror.

Availability of Funds: NPD's obligation under any contract is contingent upon the availability of funds to pay for contract purchases. No legal liability on the part of NPD may arise until funds are made available for a contract and until the Contractor receives written notice of such availability from the procurement officer. Signature by an authorized NPD representative on the contract award document constitutes written notice of availability of funds.

Public Information: All submitted bids/proposals will be considered confidential until notice of intent to award is issued. After notice of intent to award is issued, all bids/proposals will become public information.

Price: NPD shall receive the benefit of any general reduction in bidder's/offerors price prior to the delivery of supplies or services and in no event shall NPD be charged higher prices than bidder's/offerors similar customers who purchase substantially similar supplies or services under substantially similar circumstances. All prices bid shall be exclusive of any federal, state, or local taxes from which NPD is exempt.

The bidder shall list any variations from or exceptions to the Terms, Conditions or Specifications of the Solicitation on an attached page.

APPENDIX C
SPECIFICATIONS

Snowcat # 01 : Favero Lorenzo SR3X or NPD pre-approved equal.

- 135 HP KOHLER TURBO DIESEL TIER 4F
- DANA/BRAVINI PUMPS AND DRIVES
- ALUMINUM TRACKS 111"X30"
- 7'-3" WIDE AT THE TRACKS
- 4800 LBS
- HYDROSTATIC DRIVE
- 12 WAY ANGLING BLADE WITH HYDRAULIC ROLL
- 2 DOOR 2 PASSENGER ROPS CAB
- CAB HEATER/DEFROST WITH HOT/COLD MIXING VALVE
- 16 GALLON FUEL TANK-ADDITIONAL CAPACITY CAN BE ADDED IF NECESSARY
- SINGLE JOYSTICK STEERING MOUNTED DRIVER LEFT SIDE
- SINGLE BLADE AND REAR IMPLEMENT JOYSTICK DRIVER RIGHT SIDE
- INTERIOR DOME LIGHT
- ALL ELECTRIC GAUGE DISPLAY
- HOUR METER TACHOMETER
- TEMPERATURE GAUGE
- FUEL GAUGE
- LOW HYDRAULIC FLUID LEVEL ALARM
- DRIVER DOOR SAFETY SWITCH
- DRIVER AND PASSENGER BUCKET SEATS
- WINDSHIELD WIPER WITH JOYSTICK MOUNTED SWITCH
- 6 LED FRONT LIGHTS
- 2 LED REAR LIGHTS
- SIDE MARKER LIGHTS
- SIDE MOUNTED ROTATING BEACON WITH ON/OFF SWITCH
- AM/FM STEREO WITH AUX PORT
- DUAL HYDRAULIC CIRCUITS TO REAR
- HIGH FLOW HYDRAULIC PUMP 26 GPM
- BACK UP ALARM WITH ON/OFF SWITCH

Unit must be available for shipment and use in 2023 spring snow removal season.

Vendor must provide complete specification sheet of unit being proposed with bid package.

APPENDIX C

SPECIFICATIONS

Snowcat # 02 : Favero Lorenzo SR3X or NPD pre-approved equal.

- 135 HP KOHLER TURBO DIESEL TIER 4F
- DANA/BRAVINI PUMPS AND DRIVES
- ALUMINUM TRACKS 111"X30"
- 7'-3" WIDE AT THE TRACKS
- 4800 LBS
- HYDROSTATIC DRIVE
- 12 WAY ANGLING BLADE WITH HYDRAULIC ROLL
- 2 DOOR 2 PASSENGER ROPS CAB
- CAB HEATER/DEFROST WITH HOT/COLD MIXING VALVE
- 16 GALLON FUEL TANK-ADDITIONAL CAPACITY CAN BE ADDED IF NECESSARY
- SINGLE JOYSTICK STEERING MOUNTED DRIVER LEFT SIDE
- SINGLE BLADE AND REAR IMPLEMENT JOYSTICK DRIVER RIGHT SIDE
- INTERIOR DOME LIGHT
- ALL ELECTRIC GAUGE DISPLAY
- HOUR METER TACHOMETER
- TEMPERATURE GAUGE
- FUEL GAUGE
- LOW HYDRAULIC FLUID LEVEL ALARM
- DRIVER DOOR SAFETY SWITCH
- DRIVER AND PASSENGER BUCKET SEATS
- WINDSHIELD WIPER WITH JOYSTICK MOUNTED SWITCH
- 6 LED FRONT LIGHTS
- 2 LED REAR LIGHTS
- SIDE MARKER LIGHTS
- SIDE MOUNTED ROTATING BEACON WITH ON/OFF SWITCH
- AM/FM STEREO WITH AUX PORT
- DUAL HYDRAULIC CIRCUITS TO REAR
- HIGH FLOW HYDRAULIC PUMP 26 GPM
- BACK UP ALARM WITH ON/OFF SWITCH
- REAR METAL PASSENGER CABIN 6-PERSON CAPACITY
- REAR CABIN HEATER

Unit must be available for shipment and use in 2023 spring snow removal season.

Vendor must provide complete specification sheet of unit being proposed with bid package.

APPENDIX C

SPECIFICATIONS

Item # 03 : Flatbed Trailer or NPD pre-approved equal.

- **MODEL** - DET
- **GVWR** – 207 Package (14.9K GVWR)
- **LENGTH/ WIDTH** – 24' x 102" – 207 PKG
- **AXELS** – 2 – 7,000 lb Super Lube
- **BRAKES** – Electric Drum
- **SUSPENSION** – 6-Leaf Slipper Springs
- **PULL TYPE** – Bumper Pull
- **FRAME** – 8" x 15lb I-Beam Frame
- **TILT** - Electric/Hydraulic Powered Tilt
- **PAINT TYPE** – DM Difference Maker Coating System
- **PAINT COLOR** - Black
- **FLOOR** – 2" Treated Lumber
- **CROSS-MEMBERS** – 3" I-Beam on 16" Center
- **BUMP RAIL** – 12" Formed Bumper
- **COUPLER** – 2"-5/16 – 21,000 lb Demco EZ-Latch, Adjustable Channel
- **BATTERY/CHARGER** – Group 27 Series Battery w/110V 5amp Channel
- **BATTERY/CHARGER** – Solar Charging System, 7 watt
- **WINCH** – No Winch
- **STORAGE** – HD V-Tongue Lid
- **JACK** – 12,000 lb Drop-Leg Jack
- **STEPS** – Front Retractable Steps (Pair)
- **LIGHTS** – All LED Lights
- **LACE RAIL** – 5" x 2" Rectangle Tube Lace Rail
- **SLIDE TRACK & RATCHETS** – No Slide Track
- **STAKE POCKETS** – 2" x 3/8" Rub Rail w/ Stake Pockets & Pipe Spools
- **TIRE SIZE** – 235/80R16 14 Ply Radial
- **WHEEL COLOR** – Black
- **SPARE MOUNT** – Add Spare Mount
- **SPARE TIRE** – Add Matching Spare Tire

Unit must be available for shipment and used for Snowcat delivery.

Vendor must provide complete specification sheet of unit being proposed with bid package.

APPENDIX D

COST SCHEDULE

A bidder's failure to provide the information requested in this appendix will be cause for rejection of the offer on the basis of non-responsiveness. All prices quoted must be F.O.B. Navajo Police Department – Office the Chief of Police, Window Rock, AZ. The equipment must comply with the specifications as spelled out in appendix C.

<u>Description</u>	<u>QTY</u>	<u>Price</u>
Snowcat per Appendix C: <i>Snowcat # 01 and # 02: Favero Lorenzo SR3X or approved equal</i>		
#01 Favero Lorenzo SR3X Flatbed	1 EA	\$ _____
#02 Favero Lorenzo SR3X Rear Cab	1 EA	\$ _____
#03 Flatbed Trailer	2 EA	\$ _____

Year Make and Model: _____

Add Alternate: To be ordered for 2023 delivery if option is executed.

Snowcat per Appendix C : *Favero Lorenzo SR3X or approved equal*
To be same model as Base Bid or model that supersedes Base Bid model.

#01 Favero Lorenzo SR3X Flatbed	1 EA	\$ _____
#02 Favero Lorenzo SR3X Rear Cab	1 EA	\$ _____
#03 Flatbed Trailer	2 EA	\$ _____

Year Make and Model: _____

Delivery Date:

NPD shall fully expect the successful contractor to completely satisfy contract performance requirements in accordance with firm delivery dates offered in the Cost Schedule.

Delivery Date: _____

AWARD CRITERIA: An award will be made to the low, responsive, responsible bidder that meets the requirements as set forth in the specifications and compliance thereof. The Navajo Police Department reserves the right to determine that all offered materials will serve the application intended. Award will be made in the aggregate. The bid award is contingent on the availability of Navajo Police Department funds.

Should the awarded contractor/vendor not meet the delivery date originally offered with its bid, liquidated damages may assessed as follows: The cost of for the weekly rental of similar type of equipment if needed.

NON-COLLUSION AFFIDAVIT: The Undersigned declares, under penalty of perjury under the laws of the United States, that neither he/she nor the firm, association, or corporation of which he/she is a member, has, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this Bid.

COMPANY NAME

SIGNATURE BY AND FOR THE BIDDER

COMPANY ADDRESS

PRINTED NAME OF ABOVE BIDDER

CITY, STATE, ZIP

DATE OF BID

CONTACT PHONE NUMBER

CONTACT E-EMAIL

APPENDIX E
FORM W-9 (Rev. 10-2018)

APPENDIX F
DEBARMENT AND SUSPENSION

APPENDIX G
PURCHASE ORDER TERMS AND CONDITIONS