

REQUEST FOR PROPOSAL (RDP)

BID NO. 24-11-3520LE

The Navajo Nation Department of Water Resources - Technical, Construction, and Operations Branch (NNDWR-TCOB) is seeking qualified suppliers to provide a bid proposal for a 2025 Peterbilt 567 Day Cab. The proposer who submits the best proposal in terms of best quality and lowest cost on the specified materials will be selected.

The proposal shall include one (1) original and three (3) duplicate copies of the following:

1. Fee Schedule in its own sealed envelope inside the bid packet. Clearly indicate "FEE SCHEDULE" on the sealed envelope.

Proposals shall be delivered, or dropped off in person in a sealed envelope to:

BID DUE DATE:

December 13, 2024 at 5:00 PM DST
ANY BIDS RECEIVED AFTER THIS TIME/DATE
WILL NOT BE ACCEPTED

RETURN ALL RESPONSES TO:

MUST IDENTIFY BID # AND COMPANY NAME ON THE
OUTSIDE OF ALL SEALED BID PACKAGE/ENVELOPE
(UPS, FEDEX, AND MAIL).

DELIVER TO:

THE NAVAJO NATION
PURCHASING SERVICES DEPARTMENT
ATTN: Lorita Etsitty
"2025 Peterbilt 567 Day Cab– DO NOT OPEN"
BID # 24-11-3520LE
ADMINISTRATION BLDG #1 – 1ST FLOOR
WINDOW ROCK BLVD

MAIL TO:

THE NAVAJO NATION
PURCHASING DEPARTMENT
ATTN: Lorita Etsitty
"2025 Peterbilt 567 Day Cab – DO NOT OPEN"
BID # 24-11-3520LE
PO BOX 3150
WINDOW ROCK, ARIZONA 86515

INSTRUCTIONS TO BIDDERS AND GENERAL INFORMATION

SCOPE OF WORK

2025 Peterbilt 567 Day Cab must be new. Pricing shall include equipment, warranty, sales tax, freight, discounts, etc. Shipping and delivery are to Navajo Nation Department of Water Resources in Fort Defiance, Arizona. Delivery shall be made within 180 days after a purchase order has been issued. Specifications regarding warranty on materials shall be included in the proposal. The Navajo Nation is not responsible for any "Down Time" including late delivery of materials, any act of negligence on the part of the supplier and any unforeseen occurrence. These are not billable to the Navajo Nation and will not be considered for payment.

SPECIFICATIONS

See attached specifications.

CONDITIONS GOVERNING THE INVITATIONS FOR BIDS

Must be authorized and fully certified licensed dealership that meets all the standards and qualifications from the vehicle manufactures. Since the Navajo Nation is a Sovereign government, all contracts entered shall comply with all Navajo Nation laws, rules, and regulations as well as applicable federal laws, rule, and regulations.

AWARD OF BID – REJECTION OF BID

The NNDWR reserves the right to accept bids all or in part. At the time of acceptance, the NNDWR also reserves the right to increase or decrease quantities of any item at the same price bid.

The NNDWR reserves the right to reject any or all bids or to accept any bid that in its judgment will be in the best interest of the general public. It is the intention to award contract to the lowest responsible bidder best meeting the requirement.

PREFERENCE OF NAVAJO AND INDIAN-OWNED BUSINESS

Preference of Navajo and Indian-owned businesses will be given under the Navajo Nation Business Opportunity Act, 5 NNC §201 et. Seq., and the Navajo Nation Procurement Act 12 NNC §303. Certification of Navajo Owned Business will be assured by certificate held by the Navajo Business Regulatory Department.

NAVAJO NATION SALES TAXES

All work performed within the territorial jurisdiction of the Navajo Nation is subject to the six percent (6%) Navajo Sales TAX. 24 N.N.C. §601 et. seq. The Navajo Nation shall withhold from each payment to the "CONTRACTOR" 6% of the total invoice amount associated with work performed within the Navajo Nation. This amount reflects the Navajo Sales Tax due on such invoice amount. This 6% shall be transferred to the Office of the Navajo Tax Commission as a payment of the tax on behalf of the "CONTRACTOR".

BID INSTUCTIONS

All bid proposals shall be submitted in a sealed envelope, marked, and addressed as follows:

"2025 Peterbilt 567 Day Cab" BID #: 24-11-3520LE - DO NOT OPEN"

The name and address of the bidding firm should be shown in the upper left-hand corner of the envelope.

EVALUATION AND CRITERIA

Each bid must be accompanied by a letter of transmittal. The letter of transmittal shall contain the following:

1. Due Date
2. BID Organization
3. Letter of Transmittal – Statement of qualifications, authorized person to negotiate on behalf of contractor, provide completed and signed documentation (Certificate of Liability, NN Regarding Debarment and Suspension, W-9 form)
4. Certified licensed dealership that meets all standards and qualifications
5. Scope of Work – specifications
6. Cost Proposal – Equipment and warranty
7. Cost Seals – separate envelope

The following point criteria will be used by the bid committee in the selection process for contract award. Proposals will be evaluated to determine the best vendor.

Evaluation Criteria		
Due Date December 13, 2025		10
BID Organization a. Typed written on 8-1/2" X 11" paper b. Binding and indexing c. One original bid and 3 copies		10
Letter of Transmittal a. Provide Statements of Qualifications b. Identifying individual(s) as specified above c. Provide completed and signed documents, Certificate of Liability Insurance, NN Regarding Debarment and Suspension, W-9 Form		20
Conditions Governing the Invitation for Bids Must be authorized and fully certified licensed dealership that meets all the standards and qualifications from the vehicle manufacture of facilities		10
Scope of Work a. Specifications		20
Cost Proposal a. Equipment b. Warranty c. Extended warranty (with cost/without cost) availability		20
Cost Seals (Separate envelope)		10
Total Score		100

SCHEDULE OF ACTIVITES

DEADLINE

1.	Public Advertisement	November 21, 2024
2.	Due Date for Proposal	December 13, 2024
3.	Bid Opening	December 18, 2024

AVAILABILITY OF BID DOCUMENTS

Bid Proposal documents are available on the web site at www.nnooc.org and at the Navajo Nation Purchasing service located at the Administration Building #1–1st Floor, Window Rock Boulevards, Window Rock, Arizona 86515 between the hours of 8:00 A.M. and 5:00 P.M. Monday through Friday. For more information, contact Marcus Chester at (928) 729-4049.

PROPOSAL SUBMISSION

Sealed bid proposals shall be delivered to the Navajo Nation Purchasing Services, Administration Building #1-1st Floor, Window Rock Boulevard, P.O. Box 3450, Window Rock, Arizona, 86515 before 5:00 p.m. on December 13, 2024. Respondents who are mailing their proposals should allow sufficient time for mail delivery to ensure receipt by the time specified. **Late proposal will not be accepted.**

BID OPENING

Bid opening meeting is scheduled for December 18, 2024. Meeting will take place at the Department of Water Resources office at Navajo Route 12, NTUA Road, Building No. 2798 in Fort Defiance, AZ. For more information, contact Marcus Chester at (928) 729-4049.

WITHDRAWAL OF BID

No bid proposal shall be withdrawn for a period of 60 calendar days after the opening of bid without the consent of the owner.

DEVIATIONS

All specifications listed are intended to be preferred design and performance. Where deviations from the specification are necessary, bidder will render equivalent reliability or performance. If there is insufficient room for detailing deviation, please indicate “see deviation” and attach, clearly indicating the bullet number on any such attachments. Failure to detail all such deviations will provide a basis for rejections of the entire proposal. Substantial deviations will not be considered.

ADDITIONAL FEATURES

GCW: 165000

TOTAL ESTIMATED WEIGHT: 19970

CAB INTERIOR COLOR: Sterling Grey

CAB TYPE: Unibilt

CAB SLEEPER SIZE: None

CAB SLEEPER SIZE: None

CAB SUSPENSION: Fixed

CAB INTERIOR LABEL: Platinum

CAB ADJUSTMENT STEERING COLUMN: 1

POWER WINDOW: Yes

POWER DOORS: Yes

FUEL TANK ONE TYPE: Aluminum **FUEL TANK ONE GALLONS:** 120

FUEL TANK ONE SIZE: 26 in.

FUEL TANK TWO TYPE: Aluminum **FUEL TANK TWO GALLONS:** 100

FUEL TANK TWO SIZE: 26 in. **ENGINE BLOCK HEATER:** None

TANK DIESEL EXHAUST FLUID LOCATION: Left

FRONT WHEEL: Aluminum

FRONT TIRE: 20 PLY

FRONT TIRE SIZE: 22

REAR WHEEL: Aluminum

REAR TIRE PLY: 16 PLY

REAR TIRE SIZE: 24.5

FIFTH WHEEL MGF: Holland

FIFTH WHEEL SIZE: 8

FIFTH WHEEL SLIDE LENGTH: 72

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
 requester. Do not
 send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)	
	2	Business name/disregarded entity name, if different from above.	
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i>
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	5	Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)
	6	City, state, and ZIP code	
	7	List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
-					-				
or									
Employer identification number									
-					-				

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete *Schedules K-2 and K-3*. See the *Partnership Instructions for Schedules K-2 and K-3* (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

NAVAJO NATION CERTIFICATION
Regarding Debarment, Suspension, and
Contracting Eligibility

1. Applicant entity acknowledges that to the best of its knowledge that the Applicant entity, either in its present form or in any identifiable capacity, has not, in accordance with 12 N.N.C. § 361:
 - A. Been convicted of the commission of criminal offenses incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of any such contract or subcontract;
 - B. Been convicted of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or other offenses indicating a lack of business integrity or honesty, which currently, seriously, and directly affect responsibility as a Navajo Nation contractor;
 - C. Been convicted under antitrust statutes arising out of the submission of bids or proposals;
 - D. Violated contract provisions, including:
 - i. Deliberate failure, without good cause, to perform in accordance with the contract specifications or within the time limit provided in the contract,
 - ii. A recent record of failure to perform or of unsatisfactory performance with the terms of any contract, or
 - iii. Any other cause so serious and compelling as to affect responsibility as a Navajo Nation contractor, including debarment by another governmental entity.
2. Applicant acknowledges that if the Navajo Nation determines that the executed Certification provided herein is untrue or not wholly accurate, it shall be grounds for the Navajo Nation to terminate the contract and pursue other legal remedies, at the Navajo Nation's discretion.
3. Applicant certifies to the best of its knowledge that it is eligible to do business with the

Navajo Nation, in its present form or in any other identifiable capacity, pursuant to 12 N.N.C. § 1501 and 5 N.N.C. § 301. Applicant also acknowledges that per 12 N.N.C. § 1505, it will not be eligible to contract with the Navajo Nation if deemed ineligible by the appropriate department or entity of the Navajo Nation which receives the Applicant's request for consideration for a business opportunity.

Applicant Name

Name of individual signing on Applicant's behalf (print)

Applicant Address

Title of individual signing on Applicant's behalf

Applicant Address

Signature of individual signing on Applicant's behalf

Applicant Address

Date