

REQUEST FOR PROPOSAL (RDP)
BID NO. 25-04-3634LE

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 Chevy 3500 Express Cargo Van. 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:	May 16, 2025 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 Chevy 3500 Express Cargo Van-DO NOT OPEN" BID # 25-04-3634LE ADMINISTRATION BLDG #1 – 1 ST FLOOR WINDOW ROCK BLVD
MAIL TO:	THE NAVAJO NATION PURCHASING DEPARTMENT ATTN: Lorita Etsitty "2025 Chevy 3500 Express Cargo Van– DO NOT OPEN" BID # 25-04-3634LE PO BOX 3150 WINDOW ROCK, ARIZONA 86515

INSTRUCTIONS TO BIDDERS AND GENERAL INFORMATION

SCOPE OF WORK

2025 Chevy 3500 Express Cargo Van 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 Chevy 3500 Express Cargo Van" BID #: 25-04-3634LE - 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 May 16, 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) If available		20
Cost Seals (Separate envelope)		10
Total Score		100

SCHEDULE OF ACTIVITES

DEADLINE

1.	Public Advertisement	April 09, 2025
2.	Due Date for Proposal	May 16, 2025
3.	Bid Opening	May 21, 2025

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 May 16, 2025. 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 May 21, 2025. 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.

REQUEST FOR PROPOSAL (RDP)

BID NO. 25-04-3634LE

**2025 Chevy 3500 Express Cargo Van
SPECIFICATION**

ENGINE: 6.6L V8 Gas

TRANSMISSION: Automatic, 8 speed Heavy Duty electronically controlled with overdrive and tow/haul mode

DRIVETRAIN: 4X4

ALTERNATOR: 150 amp

BODY: Standard Body

COLOR: White

BRAKE: 4-wheel anti-lock, 4-wheel disc

REAR AXLE: Automatic Locking rear differential

GROSS VEHICLE WEIGHT RATING: 9900LB.

POWER STEERING: YES

CRUISE CONTROL: YES

POWER LOCKS: YES

POWER WINDOWS: YES

A/C CONDITION: YES

BATTERY: 600 Crank amps

FUEL TANK CAPACITY: 31 gallons (117.3L)

REAR AXLE: 3.42 ratio

FRAME: Full-length box

MUD FLAP: Front and rear Black molded splash guard

FRONT BUMPER: Chrome

REAR BUMPER: Chrome, Trailer receiver hitch heavy duty

FRONT SUSPENSION: Front independent w/coil springs and stabilizer bar

REAR SUSPENSION: Rear hypoid drive axle w/multi-leaf springs

SIDE DOOR: Swing-out passenger-side, 60/40 split

HEADLAMPS: Dual halogen composite

MIRRORS: Outside heated power-adjustable, black, manual-folding

TIRES FRONT/REAR: LT245/75R16E All-season

SPARE TIRE: LT245/75R16E All-season black wall location at rear underbody of vehicle

WHEELS: 4-16" x 6.5" (40.6 cm x 16.5 cm) steel gray center cap and steel spare

REAR DOORS: Rear-door windows, back-up camera on rear door. Swing-out rear cargo doors

GRILLE: Chrome

INTERIOR

RADIO: AM/FM stereo with MP3 Player

SEATS: Front bucket seat with vinyl trim and head restraints includes inboard armrest

CONSOLE: Engine with open storage bin

HEADLINER: Cloth, over driver and passenger

MONITORS: Driver information center includes fuel range, average speed, oil life, tire pressure monitoring, fuel used, ice warning, engine hours, average fuel economy, tachometer, and maintenance reminders, compass, outside temperature, back-up camera.

POWER OUTLET: 120-volt, 2 auxiliaries on engine console cover with covers, 12-volt

INSTRUMENTATION: Analog with speedometer, odometer with trip odometer, fuel level, voltmeter, engine temperature and oil pressure.

LIGHTING: Interior with 4 dome lights 1 overhead and 3 LEDs on cross members in cargo area, includes defeat switch and door handle-activated switches.

MIRRORS: Inside rearview includes Rear Vision Camera Display.

SYSTEM: Theft-deterrent system, vehicle, PASS-Key III

TOW/HAUL: Tow/haul mode selector, instrument panel-mounted

TRIM PANELS: Hinged rear side door and hinged rear door.

WARNING TONES: headlamps on, and key-in-ignition.

AIR CONDITION: Rear air conditioning