

INVITATION TO BID (ITB)

Community Housing and Infrastructure Department

Division of Community Development

NEW 4500 HD WORK TRUCK PURCHASE

(OR EQUIVALENT)

BID No. 26-06-4179SB

INTRODUCTION

The Community Housing and Infrastructure Department (CHID), located in Window Rock, Arizona, is seeking to procure one new Heavy Duty work truck. CHID invites all qualified vendors to submit bids for the requested NEW 4500 HD TRUCK (or equivalent). The vehicle will be procured through a Purchase Order.

GENERAL REQUIREMENTS

All participating auto dealers must be an authorized, fully certified, and licensed automotive dealership that meets all requirements outlined in this Invitation to Bid. The requested vehicle must be new, unused, and current model year. Manufacturer's standard new vehicle warranty shall be included. Dealership must arrange and pay for transportation and delivery to the designated location. CHID will not accept bids from 3rd Party vendors.

BID SUBMITTAL REQUIREMENTS

1. Due July 24, 2026 by 4:00 p.m (DST).
2. Include applicable sales tax (Navajo Nation Sales Tax is 6%).
3. Do not include state tax; CHID is located and operates on the Navajo Nation Reservation.
4. Certified Priority Vendors must include a current Contract and Purchase Certification Certificate of Eligibility from the Business Regulatory Department.
5. Signed and dated Affidavit of Non-Debarment and Non-Suspension Form (Attachment A)
6. A signed and completed W9 (Attachment B)
7. Bid(s) are to be itemized and mailed to P.O. Box 2389 Window Rock, AZ 86512 or hand delivered to Patrick Dalgai, Department Manager II 2296 Window Rock Blvd. Administration Building #2, Second Floor, Window Rock, AZ.
8. Bids not meeting the submittal requirements will be considered unresponsive and rejected.
9. All Bids submitted shall constitute the submitting Party's acknowledgement and acceptance of all requirements and conditions governing this procurement, including all applicable Navajo Nation laws and regulations. Applicable State and Federal laws shall also apply to this procurement and any agreement resulting from this procurement.
10. Proposal must be submitted in a sealed envelope/box clearly marked: "DO NOT OPEN –Bid No. 26-06-4179SB". The name of the firm submitting the proposal shall be written legibly and shown on the outside of the sealed envelope. Please include the firm's address.

Interpretation and Correction of Bid Documents

1. Bidders shall promptly notify the Department of any ambiguity, inconsistency, or error, which they may discover upon examination of the Bid Documents.
2. Bidders requiring clarifications or interpretation of the Bid Documents shall make a written request to the Department Manager at least one (1) calendar day prior to the date for the receipt of the Bids. Requests for clarifications received less than one day before the date for the receipt of bids will not be addressed by the Procurement Officer.
3. Any interpretation, correction or change of the Bid Documents will be made by Addendum. Interpretations, corrections or changes of Bid Documents made in any other manner will not be binding, and Bidders shall not rely upon such interpretations, corrections or changes.

ADDENDUM TO ITB

CHID reserves the right to issue written addendum to this ITB at any time as circumstances arise.

1. All who are known by the Procurement Officer to have received a complete set of Bid Documents will be notified of any Addenda and issued one.
2. Each bidder shall ascertain, prior to submitting their bid, they have received all Addenda issued.

WITHDRAWAL OF ITB

CHID reserves the right to withdraw this ITB at any time, for any reason and is not obligated to award a contract in response to this ITB. This ITB does not commit the Owner to reimburse any costs incurred by the Bidder in the preparation of Bids or for procurement of supplies. The Owner intends to award this project to the vendor whose bid represents the best value. The Owner reserves the right to reject any and all bids, to waive any informalities or irregularities and to award the contract to the Bidder whose bid it deems to be in the best interest of the Owner.

SPECIFICATION OF HEAVY EQUIPMENT

1. NEW 2026 4500-Heavy Duty or equivalent on ALL Specs
2. Standard (Work Truck) Trim
3. Crew cab, pickup body
4. 12' Flat Bed
5. 4 Wheel Drive
6. Dual Rear Wheel
7. V8
8. 6.6 L Diesel engine

9. White Exterior Color
10. 17" Wheels, All Terrain Tires or equivalent
11. Off-road tuned shocks (Bilstein/Rancho/Fox)
12. Comfort tuned suspension package
13. No heavy-duty overload springs
14. Tires with more sidewalls (no low-profile tires)
15. Vinyl Seat trim
16. Work Truck Package or equivalent
17. Packages or their equivalents
 - a. Gooseneck Hitch
 - b. Convenience Package
 - c. Gooseneck/5th Wheel Prep

WARRANTY COVERAGE

- Manufacturers Standard One (1) Year Warranty
- Any required warranty extended beyond the standard one (1) year warranty can be issued in the form of an option format to include a warranty bond or equivalent.

SCHEDULE OF PROCUREMENT EVENTS

- Last Day for Inquiries – July 22, 2026 by 12:00 p.m.
- Deadline for Submission of Bids – July 24, 2026 by 4:00 p.m.
- Bid Opening – July 27, 2026, at 8:00 a.m. In Window Rock AZ.
- No BID Conference is required

BID SELECTION

Notification of selection and non-selection will be sent out to all bidders who submitted. The Navajo Business Opportunity Act will be applied in the selection of the vendor. A W-9 will be requested of the selected vendor to complete purchase order documents.

PROCUREMENT OFFICER CONTACT

The Contact information is as follows for the Procurement Officer:

Patrick Dalgai, Department Manager II
Community Housing and Infrastructure Department
P.O. Box 2389
Window Rock, AZ 86515
(928) 871-6468
admin@nnchid.org

All inquiries regarding this procurement are to be directed to the Procurement Officer only. Inquiries made with other individuals regarding this procurement will be labeled as lobbying, and not allowable.

Submittals from vendors who commit this infraction will be considered unresponsive. The Dealership Owner(s) and Business Regulatory Department will be notified of this infraction and will be documented in bid tally sheet.

NOTIFICATION TO BIDDERS

1. The Navajo Nation is not bound to enter a contract under the Invitation for Bids and may issue a subsequent Invitation for Bids for the same Goods; and
2. The Navajo Nation is a sovereign government and all contracts entered into as a result of the Invitation for bids shall comply with Navajo Nation Law, rules and regulations, including but not limited to the Navajo Preference in Employment Act and applicable federal laws, rules, and regulations.
3. Clearly mark your status as a vendor certified under the Navajo Nation Business Opportunity Act on the outside of the Bid Package, including your priority ranking. It is the responsibility of the bidder to identify themselves as certified under the Navajo Nation Business Opportunity Act.
4. Visibly mark any part of the Bid deemed to contain proprietary information

NAVAJO NATION CERTIFICATION
Regarding Debarment, Suspension, and Contracting Eligibility

 Consultant/Project Name

 Work Location

1. Applicant acknowledges, in accordance with the Navajo Nation Procurement Act, 12 N.N.C. §§ 301-80, to the best of its knowledge, Applicant, in either its present form or in any other identifiable capacity, that it has not:
 - a. been convicted in any jurisdiction for the commission of a criminal offense incident to obtaining, or attempting to obtain, a public or private contract or subcontract, or in the performance of such Contract or subcontract;
 - b. been convicted in any jurisdiction for embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as a Navajo Nation Contractor;
 - c. been convicted in any jurisdiction under any antitrust statute arising out of the submission of offers;
 - d. violated contract provisions, such as having:
 - i. deliberately failed, without good cause, to perform in accordance with the purchase description or within the time limit provided in the contract; or
 - ii. a record of failure to perform, or of unsatisfactory performance, with the terms of one or more contracts; or
 - e. been determined to be ineligible to conduct business with the Navajo Nation under the Navajo Business Opportunity Act, 12 N.N.C. §§ 201-380;
 - f. submitted bad offers where such offers are lower than the expected price, or overstate the Applicant's qualifications; and
 - g. engaged in any other cause so serious and compelling as to affect Applicant's responsibility as a Navajo Nation Contractor, including debarment or suspension by another government.
2. Applicant certifies that the individual named below is authorized to represent Applicant for purposes of the declarations in this certification, and that all such declarations are made on behalf of Applicant and all of its owners, partners, officers, members, employees, officials, agents, or parties-in-interest;
3. Applicant acknowledges that, if the Navajo Nation determines this executed Certification is untrue or not wholly accurate, the Navajo Nation shall have grounds terminate the contract award or contract and pursue other legal remedies, at the Navajo Nation's discretion.
4. Applicant certifies that, to the best of its knowledge, 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. §§ 1501-16 and 5 N.N.C. §§ 201-380.
5. Applicant 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

 Printed name individual signing on Applicant's behalf

 Applicant Address

 Title of individual signing on Applicant's behalf

 Applicant Address

 Signature of individual signing on Applicant's behalf

 Applicant Address

 Date

