

# DEPARTMENT OF AGRICULTURE

NAVAJO NATION DIVISION OF NATURAL RESOURCES

# REQUEST FOR PROPOSALS

BID NO. 24-06-3392GC

# Four (4) 450 Dirt Bikes

NNDA Horse Managements Program is soliciting sealed bid proposals for the procurement of (4) Four 450 Dirt bikes with the trade in of (3) Three 250 Dirt bikes. The request is for the upcoming Equine Rescue Operations throughout the Navajo Nation with the beginning timeframe of summer 2024. The Navajo Nation is comprised of various terrain and multiple microclimate geographies providing significant challenges to all off-roading vehicles in pursuit of livestock. To ensure optimal performance, it is in the best interest to procure durable machines capable to withstand the rigid landscapes for multiple jobs in the field.

The contractor/consultant's sealed proposal shall respond to the Time Schedule identified in the RFP Time Schedule.

#### Time Schedule:

- 1. RFP Submittal Deadline July 12, 2024
- 2. Evaluation of RFP July 18, 2024
- 3. Selection of RFP July 23, 2024

#### Submittal Deadline:

Sealed Proposal(s) must be received by mail or in person by July 12, 2024 at 5:00PM DST

ALL PARTIES RESPONDING TO THIS BID NO. 24-06-3392GC ARE INSTRUCTED TO SUBMIT A SEALED BID PACKAGE WITH THE FOLLOWING LABEL TO THE FOLLOWING ADDRESS:

ATTN: GRACE COAN – Four (4) 450 Dirt Bikes "DO NOT OPEN" Deliver to: BID NO. 24-06-3392GC

NAVAJO NATION DEPARTMENT OF PURCHASING SERVICES

2559 WINDOW ROCK BLVD / FIRST FLOOR

WINDOW ROCK, ARIZONA 86515

ATTN: GRACE COAN

OR Mail to: BID NO. 24-06-3392GC

**NAVAJO NATION DEPARTMENT OF PURCHASING SERVICES** 

**PO BOX 3150** 

**WINDOW ROCK, ARIZONA 86515** 

**ATTN: GRACE COAN** 

Inquiries regarding this RFP should be submitted in writing (emails, facsimile, regular mail) to Senior Extension Agent of Navajo Nation Department of Agriculture at: <a href="mailto:ocbegay@navajo-nsn.gov">ocbegay@navajo-nsn.gov</a> or call at number 928-871-6605. Questions regarding this procurement will be accepted until July 11, 2024. Any attempt by a Bidder to contact a member of the Department of Agriculture staff outside the RFP Process, in an attempt to gain knowledge or an advantage, may result in disqualification of Bidder.

The Navajo Nation reserves the right to waive any informalities or irregularities in this RFP; or reject any or all proposals, whenever such rejection is deemed in the best interest of the Navajo Nation.

#### INSTRUCTIONS TO BIDDERS AND GENERAL INFORMATION

#### SCOPE OF WORK

Equipment must be new. Pricing shall include equipment, warranty, sales tax, freight, discounts, etc. Shipping and delivery are to Navajo Nation Department of Agriculture in Window Rock, Arizona. Delivery shall be made within 120 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 qualification 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 NNDA reserves the right to accept bids all or in part. At the time of acceptance, the NNDA also reserves the right to increase or decrease quantities of any item at the same price bid. The NNDA 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.

Instruction to offerors to visibly mark on the outside of the proposal package. If applicable, the offeror's priority status under the Navajo Nation Business Opportunity Act. It is the responsibility of the offeror to identify themselves as certified under the Navajo Nation Business Opportunity Act.

#### **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 account 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 INSTRUCTIONS**

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

ATTN: RFP BID NO. 24-06-3392GC

GRACE COAN - FOUR (4) 450 Dirt Bikes

"DO NOT OPEN"

NAVAJO NATION DEPARTMENT OF PURCHASING SERVICES

PO BOX 3150

WINDOW ROCK, ARIZONA 86515

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

SCHEDULE OF ACTIVITES	DEADLINE
Due Date for Proposal	July 12, 2024
2. Bid Opening	July 23, 2024

#### PROPOSAL SUBMISSION

Sealed bid proposals shall be delivered to the Navajo Nation Department of Purchasing Services, 2559 Window Rock Blvd / first floor Window Rock, P.O. Box 4889, Window Rock, Arizona, 86515 before 5:00 p.m. on July 12, 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 July 23, 2024. Location will be at Window Rock Department of Agriculture.

#### 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 indicting 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 PROPOSALS

# BID NO. 24-06-3392GC

# Four (4) 450 Dirt Bikes

# **SPECIFICATIONS**

#### **ENGINE**

Engine Type 450cc Liquid-cooled DHOC 4-stroke; Titanium Values

Bore x Stroke 97.0mm x 60.8mm

Compression Ratio 13.0:1

Fuel Delivery Mikuni fuel injection, 44mm
Transmission 5-speed; multiplate wet clutch

Final Drive Chain Fuel Capacity 2.0 gallon

#### **CHASSIC**

Suspension/Front KYB spring-type fork with speed sensitive damping; fully

Adjustable, 11.8 in travel

Suspension/Rear KYB single shock; fully adjustable, 12.0 in travel

Brakes/Front Hydraulic disc, 270mm Brakes/Rear Hydraulic disc, 240mm

Tires/Front 80/100-21 Dunlop Geomax MX33F Tires/Rear 120-90-18 Dunlop Geomax MX33

#### **DIMENSIONS**

LxWxH 85.4 in x 32.5 in x 49.8 in

Seat Height 37.6 in
Wheelbase 57.9 in
Rake (Caster Angle) 26 degrees
Trail 4.3 in

Max. Ground Clearance 13.0 in Fuel Capacity 2.0 gal Wet Weight\*\*\* 258 lbs

(Rev. March 2024) Department of the Treasury Internal Revenue Service

# 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.

Befo	ore you begin. For guidance related to the purpose of Form W	- Instructions and the lates	st info	rmation.		sen	nd to the IRS.			
	Name of entity/individual. An entry is required. (For a sale and of the purpose of Form W-	<ul><li>9, see Purpose of Form, below.</li></ul>								
	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.									
page 3	3a Check the appropriate box for federal tax classification of the ention only one of the following seven boxes.	ity/individual whose name is entered	on line	1. Check	4 Exem	ptions (cc	odes apply only to			
	Individual/sole proprietor						certain entities, not individuals; see instructions on page 3):			
Print or type, Instructions	Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax box for the tax classification of its owner.						de (if any) oreign Account Ta			
Prir fic fa	Other (see instructions)	Compila	Compliance Act (FATCA) reporting code (if any)							
Print or type. See Specific Instructions	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					(Applies to accounts maintained outside the United States.)				
ν̈́	5 Address (number, street, and apt. or suite no.). See instructions.				and addres					
	6 City, state, and ZIP code				and address (optional)					
	7 List account number(s) here (optional)									
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Enter y	your TIN in the appropriate box. The TIN provided must match	the name given on line 1 to avoi	id	Social se	curity num	ber				
reside	p withholding. For individuals, this is generally your social secund alien, sole proprietor, or disregarded paths, so the individuals.	rity number (SSN). However, for	ra	TT	7 6					
entities	nt alien, sole proprietor, or disregarded entity, see the instructions, it is your employer identification number (EIN). If you do not here.	ons for Part I, later. For other			-	-				
TIN, la	tter.	lave a number, see How to get a	a	or						
Note:	If the account is in more than one name, see the instructions to			Employe	identificati	ion numb	ier			
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.					TT					
Part		TOTA								
	penalties of perjury, I certify that:									
1. The	number shown on this form is my correct toypour identification									
Serv	number shown on this form is my correct taxpayer identification not subject to backup withholding because (a) I am exempt frozice (IRS) that I am subject to backup withholding as a result of onger subject to backup withholding; and	n number (or I am waiting for a i om backup withholding, or (b) I h a failure to report all interest or i	numbe have ne divider	er to be is: ot been ne nds, or (c)	sued to me otified by to the IRS ha	); and he Intern as notifie	ial Revenue ed me that I am			
	a U.S. citizen or other U.S. person (defined below); and									
I. The	FATCA code(s) entered on this form (if any) indicating that Lam	exempt from FATCA reporting								
ecaus ecquisit	e you have failed to report all interest and dividends on your tax retion or abandonment of secured property, cappallation of debt.	been notified by the IRS that you eturn. For real estate transactions	are cu s, item	irrently su 2 does no	t apply. Fo	r mortgag	ge interest paid.			
Sign	nan interest and dividends, you are not required to sign the certific  Signature of	ation, but you must provide your	correc	t TIN. See	the instruc	ctions for	Part II, later.			
lere	U.S. person	Date	e							
Gen	eral Instructions									
	n references are to the Internal Revenue Code unless otherwise	New line 3b has been required to complete the	nis line	to indica	te that it ha	as direct	th entity is or indirect			
		foreign partners, owner	re or h	enoficiari	as whos !	man dala.	- 16 - 5 - 144 0			

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.

s, 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:
    - 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				