



INVITATION FOR BID

**FURNISH AND EQUIP ONE-TON FOUR-WHEEL DRIVE PICK-UP TRUCK
WITH TRADE-IN OF 1995 FORD F-350 STAKEBED/DUMP TRUCK**

PARK & CEMETERY DEPARTMENT

PINE GROVE CEMETERY

HAVERHILL ROAD

TOPSFIELD, MA 01983

978-887-1525



TOWN OF TOPSFIELD

PARK & CEMETERY DEPARTMENT

Haverhill Road, Topsfield, Massachusetts 01983

INVITATION FOR BID

PURCHASE & EQUIP A ONE-TON FOUR-WHEEL DRIVE PICK-UP TRUCK WITH TRADE-IN

The Town of Topsfield, Massachusetts, will receive sealed bids for the purchase of **(1) new one-ton four-wheel drive pick-up truck with trade-in** for the Park & Cemetery Department. Bids will be received until 10:00 AM on January 8, 2009 at the Purchasing Agents Office, Town Hall, 8 West Common Street, Topsfield, MA 01983 at which time and place all general bids will be publicly opened and read aloud. All bids will be reviewed and awarded by the Board of Selectmen at a later date. All bids shall be enclosed in an envelope which is clearly marked: **“P & C Pick-up Truck. Due January 9, 2009 at 10:00 AM.”**

The bid package including specifications and bid form will be available at the Board of Selectmen’s Office or Purchasing Agent, Town Hall, 8 West Common Street, Topsfield MA 01983, Monday – Thursday, 8AM – 4PM, Friday 8AM-Noon as of December 15, 2008, and also available on our website at www.topsfieldpublicworks.org or request the same by phone at 978-887-1500 or 1504. The Town intends to **trade-in a 1995 Ford F-350 Stakebed/Dump Truck**. Contact Superintendent Stephen Shepard at 978-887-1525 for an appointment to view the F-350 truck.

The Town of Topsfield reserves the right to reject any or all bids, or accept the bid that is in the best interest of the Town.

Stephen S. Shepard
Park & Cemetery Superintendent

Town of Topsfield

Park & Cemetery Department

Specifications for a New One-Ton Four-Wheel Drive Pick-up with Options

The intent of these specifications is to obtain a first rate, high quality four-wheel pick-up for the use of the Town of Topsfield, Park & Cemetery Department. Any reference to make and model contained herein is for comparison and reference purposes only to indicate performance and quality and not intended to limit competition. The attached specifications are the minimum requirements to be met and any deviation shall be noted, in writing, on the bidder's letterhead. Bidders shall use the enclosed bid form for submitting bids.

The Town of Topsfield reserves the right to reject any or all bids or choose the bid that is in the best interest of the Town.

For questions concerning these specifications please contact Park & Cemetery Superintendent Stephen Shepard at 978-887-1525 or sshepard@toppsfieldpublicworks.org

The following is a comprehensive specification sheet for bidders to follow for the Park & Cemetery Department, Topsfield, MA:

New One-Ton Four-Wheel Drive Pick-up Truck

- Transfer case 2 speed manual on the floor
- 9,900 GVW
- 6.0 liter gas engine V-8
- 6 speed hydromatic automatic overdrive transmission with oil cooler
- Heavy duty limited slip rear axel auto locking differential
- Heavy duty/trailering suspension
- 4 wheel disc brakes with 4 wheel ABS
- Heavy duty 125 amp alternator and 600 CCA battery
- Front frame mounted recovery hooks
- Automatic halogen headlights with daytime running light
- All season radial tires single rear wheels
- 40/20/40 split bench seat with centerfold down armrests, full width rear bench seat.
- Grey vinyl interior, full rubber floor
- Full gauge package with tachometer and tire pressure monitor
- Tilt steering wheel
- AM/FM radio digital clock
- Crew cab for one ton pick-up style bed 8 ft.
- Bed liner

- Combo pintel/ball hitch receiver with d rings
- Roof mounted strobe beacon
- Color: dark green
- Mirrors west coast style
- Roof marker lamps
- Independent heavy duty front suspension
- Aluminum running boards on cab
- Protective weather visor over doors
- Front air bags (2)
- Oil cooler heavy duty external

****OPTIONS: Priced separately on bid form**

- Factory snowplow prep package
- Snowplow and blade

Written Bid Requirements:

1. Complete the enclosed forms and return with bid:
 - i. Certificate of Tax Compliance
 - ii. Certificate of Non-Collusion
 - iii. Certificate of Signature
2. Completed Bid Form in ink

****See Next Pages For Bid Form & Certificates**



FORM OF BID:

**To: Town of Topsfield
Park & Cemetery Department
Topsfield, Massachusetts**

The undersigned proposes to furnish and equip a new four-wheel drive pick up truck net of trade-in in accordance with the accompanying specifications sheet for the contract price specified below according to terms of the specification. The Town reserves the right to reject any and all bids.

CONTRACT PRICE:

For a New One-Ton Four-Wheel Drive Pick-up Truck \$_____.

Year of Truck Model _____

Less trade in of 1995 Ford F-350 Dump Truck \$_____.

Total price net of trade: \$_____.

OPTIONS:

Factory snowplow prep package \$_____.

Snowplow and blade \$_____.

Delivery Date: _____

Name of Company: _____

**Address: _____
_____**



CERTIFICATE OF NON-COLLUSION

The undersigned certifies under the penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

Date: _____

Name of General Bidder: _____

Signature of Individual or Corporate Officer: _____

Federal Employer ID#: _____

CERTIFICATE OF TAX COMPLIANCE

The undersigned further certifies that pursuant to Massachusetts General Laws, Chapter 62C, Section 49A, that under penalties of perjury that I have filed all State Tax Returns and paid all State Taxes required under the law.

Date: _____

Name of General Bidder: _____

Signature of Individual or Corporate Officer: _____

Federal Employer ID#: _____



CERTIFICATE OF SIGNATURE

(This must be returned with your Bid)

The undersigned, the

_____ of
Title

_____, a
Company Name

Massachusetts corporation (the “Company”), does hereby certify on behalf of the Company that _____ is the duly elected _____ of the Company; can exercise such power and perform such duties as usually accompany such office; and implicit in such power is the authority to submit a bid to the Town of Topsfield, Massachusetts (the “Town”) and to execute a contract with the Town should such bid be awarded to the Company.

IN WITNESS WHEREOF, the undersigned affirms under the penalties of perjury and hereunto

sets his/her hand and seal this

_____ day of _____ 19 _____