

**LEGAL NOTICE**

**CITY OF HUDSON  
NOTICE TO BIDDER**

PLEASE TAKE NOTICE that sealed bids will be received for the following:

**(1) passenger van vehicle. The vehicle shall seat a minimum of (12) and a maximum of (15) passengers with seat belts. The vehicle shall be no older than 5 years old and have no more than 40,000 miles. Vehicle must have a 3 year/50k mile warranty. Vehicles accepted may be any make and model which meets the aforementioned specifications.**

At the office of the City of Hudson, Department of Youth, 18 South Third Street, Hudson, New York 12534 until **12:00 A.M. , March 13, 2019**. Bids shall be contained in sealed envelopes, clearly marked:

**Youth Department Passenger Van**

The bids will be publicly read at the office of the City of Hudson, Department of Youth, 18 South Third Street, Hudson, New York 12534 at **12:00 P.M. , March 13, 2019**. Proposals can be obtained by any bidder at the Department of Youth, 18 South Third Street, Hudson NY, OR downloaded from the Section labeled "Documents" at: [http://www.cityofhudson.org/departments/youth\\_department](http://www.cityofhudson.org/departments/youth_department) and shall be made in accordance with the forms which contain the Instructions to Bidders and the Specifications.

Where two or more responsible bidders submit identical bids as to price, the City of Hudson may award the Contract to either bidder. The City of Hudson may waive any formalities or reject any and all bids and re-advertise for new bids at its discretion.

No bid may be withdrawn by any bidder for a period of 45 days from the date of bid opening. **BID PRICE SHALL REMAIN UNCHANGED FOR 45 DAYS FROM DATE OF BID OPENING.**

Nick Zachos  
Director  
City Of Hudson Youth Department  
18 South Third St.  
Hudson, New York 12534

Dated: 2/27/19

## **INSTRUCTIONS TO BIDDERS**

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**PRICE:** Price shall be net and shall include delivery of item to the City of Hudson Department of Youth, 18 South Third Street.

**TAXES:** Purchases by the City of Hudson for its use are not subject to any sales use or Federal excise taxes and proof of exemption will be executed upon request.

**AWARD:** Award of the bid shall be made by the Director of the Youth Department. In cases where two or more responsible bidders submit identical bids as to price, the Contract may be awarded to either of such bidders. The award shall be made on the most advantageous bid, on a quality versus price basis, taking into consideration the responsibility of the bidder and materials or items deemed to be best adapted to the uses of the City of Hudson. Failure on the part of the successful bidder to comply with all terms of the Contract and specifications as set forth herein, may result in disqualification of the bidder from future bidding, and/or termination of the Contract. The City of Hudson or department awarding the bid reserves the right to waive any formalities or reject any and all bids, or to accept any bid which it deems in the best interests of the City of Hudson.

**METHOD OF SUBMITTING BIDS:** All bids shall be made upon and in accordance with the forms which contain these instructions to City of Hudson, Department of Youth, 18 South Third Street, Hudson, New York 12534. Bidders and the Specifications which shall be available from the, and shall bear upon the face thereof the name and address of the bidder, clearly indicating that it is a bid for:

**Youth Department Passenger Van.**

Bids for consideration must be submitted to the above address or be in the possession of the City of Hudson, Department of Youth, 18 South Third Street, Hudson, New York 12534, not later than 12:00 P.M. March 13th at which time they will be publicly opened and read.

City of Hudson Youth Department  
Nick Zachos  
Director

Bid Item: Passenger Van  
Date Of Issue: 2/27/2019  
Opening Date: 3/13/2019

Bidder guarantees to meet standards established by the Specifications, and no bid may be withdrawn by any bidder for a period of 45 days from the date of bid opening. All bids **MUST** be submitted as to the form as outlined on page 4 of this proposal. This bid, including the instructions to Bidders, Specifications and Proposal annexed hereto, shall constitute a Contract between the City of Hudson and the bidder, upon acceptance and award, in accordance with its terms, unless otherwise provided herein

**NOTICE: NO CONTRACTOR TO WHOM THIS CONTRACT IS LET, GRANTED OR AWARDED, SHALL ASSIGN, TRANSFER, CONVEY, SUBLET OR OTHERWISE DISPOSE OF SAME, OR HIS RIGHT, TITLE AND INTEREST HEREIN, INCLUDING THE PERFORMANCE OF THIS CONTACT, OR THE RIGHT TO RECEIVE MONIES DUE OR TO BECOME DUE, OR OF HIS POWER TO EXECUTE THIS CONTRACT TO ANY PERSON OR CORPORATION WITHOUT THE PRIOR WRITTEN CONSENT OF THE OFFICER, BOARD OR AGENCY WHICH AWARDED THIS CONTRACT. IN THE EVENT THAT THE CONTRACTOR SHALL, WITHOUT PRIOR WRITTEN CONSENT, ASSIGN, TRANSFER, CONVEY, SUBLET OR OTHERWISE DISPOSE OF THIS CONTRACT, OR HIS RIGHT, TITLE AND INTEREST HEREIN, INCLUDING THE PERFORMANCE OF THIS CONTRACT, OR THE RIGHT TO RECEIVE ANY MONIES DUE OR TO BECOME DUE, OR HIS POWER TO EXECUTE SUCH CONTRACT, TO ANY OTHER PERSON OR CORPORATION, OR UPON RECEIPT BY THE COUNTY, OF AN ATTACHMENT, LEVY OR EXECUTION ON THE PROCEEDS DUE OR TO BECOME DUE UNDER THIS CONTACT AGAINST THE CONTRACTOR, THE COUNTY AND THE OFFICER, BOARD OR AGENCY SHALL BE RELIEVED AND DISCHARGED FROM ANY AND ALL LIABILITY AND OBLIGATIONS GROWING OUT OF SUCH CONTRACT TO SUCH CONTRACTOR, AND THE PERSON OR CORPORATION TO WHICH SUCH CONTRACT SHALL HAVE BEEN ASSIGNED, TRANSFERRED, CONVEYED, SUBLET OR OTHERWISE DISPOSED OF, AND SUCH CONTRACTOR AND HIS ASSIGNEES, TRANSFEREES OR SUBLESSEES SHALL FORFEIT AND LOSE ALL MONIES THERETOFORE EARNED UNDER THIS CONTRACT, EXCEPT SO MUCH AS MAY BE REQUIRED TO PAY HIS EMPLOYEES.**

The undersigned bidder will return the bid proposal with the Contractor's Assurance on Equal Opportunity duly signed. A finding by any governmental agency that the undersigned has discriminated against any individual shall be grounds for termination of the Contract to which this bid relates and ineligibility for any future Contract with the City, unless a certificate of compliance with any decision, ruling or order is obtained.

**THIS IS THE **FIRST** PAGE TO BE SUBMITTED WITH YOUR BID**

All bids MUST be submitted in the proper form. The order of the submitted form is as follows:

- First Page Bidder Identification Page (Page 4 of this proposal)
- Second Page Non-Collusive Certification (Page 5 of this proposal)
- Third Page Exceptions and Bid Pricing (Page 6 of this proposal)
- Fourth Page Additional information can be added or attached (Page 7 of this proposal)

Bids not submitted according to form may be considered  
not conforming with specifications.

**BIDDER IDENTIFICATION PAGE**

\_\_\_\_\_  
BIDDER

\_\_\_\_\_  
TELEPHONE #

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
DATE

-----DO NOT WRITE BELOW THIS LINE-----

ACCEPTED \_\_\_\_\_ REJECTED \_\_\_\_\_

DATE: \_\_\_\_\_

COMMENTS:

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**THIS IS THE SECOND PAGE TO BE SUBMITTED WITH YOUR BID**

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**NO MODIFICATION**

This agreement cannot be changed or modified orally, but only by an agreement in writing signed by both contractor and purchaser. This agreement constitutes a New York State Contract.

**NON-COLLUSIVE BIDDING CERTIFICATE**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of their knowledge and belief: (1) The prices of this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any bidder or to any competitor; and (3) no attempt has been made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

**CONTRACTOR'S ASSURANCE ON  
EQUAL EMPLOYMENT OPPORTUNITY**

The undersigned Contractor has received a copy of the City of Hudson Equal Employment Opportunity Statement. The undersigned assures the City Of Hudson that it will comply with all applicable laws and regulations prohibiting discrimination in employment on the grounds of race, religion, creed, color, national origin, sex, disability, marital status and other non-merit factors. The undersigned understands and agrees that the contract, understanding or agreement to which this assurance relates can be terminated upon a finding by any governmental agency that the undersigned is in violation of applicable discrimination laws and that such finding will also disqualify the undersigned for future contracts with the County. The undersigned certifies to the City OF Hudson that there is no pending or outstanding decision, ruling or order against it finding the undersigned in violation of the laws against discrimination.

Dated: \_\_\_\_\_, 20\_\_\_\_\_

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**SIGNATURE**

**THIS IS THE THIRD PAGE TO BE SUBMITTED WITH YOUR BID**

Please include specifications of the vehicle in the Table below:

	<b>SPECIFICATION S</b>	<b>REQUIREMENT SPECIFICATIONS</b>	<b>VEHICLE SPECIFICATIONS</b>
1	<b>Number of Passengers</b>	Vehicle must be either a 12 or 15 passenger van.	
2	<b>Odometer reading</b>	Vehicle must have no more than 40,000. miles on the odometer	
3	<b>Year</b>	Vehicle must not be older than 5 years old	
6	<b>Warranty</b>	Vehicle must be sold with a minimum of a three year warranty or 50k mile	
7	<b>Make Model</b>	Any make and model which meets the aforementioned specifications.	

**DELIVERY TIME**

Delivery time following award of bid (in calendar days) \_\_\_\_\_

**BID PRICE**

Bidder Price for Passenger Van: \$ \_\_\_\_\_

Please include any other relevant information about the vehicle in the space below including full listing or link to website (separate pages with detailed specifications and photos may be attached to the document) :

City of Hudson Youth Department  
Nick Zachos  
Director

Bid Item: Passenger Van  
Date Of Issue: 2/27/2019  
Opening Date: 3/13/2019

**ADDITIONAL INFORMATION CAN BE ADDED OR ATTACHED HERE**