



**CITY OF DONNA
Request for Bids**

The City of Donna hereby requests sealed bids for the following:

(4) PICK UP TRUCKS = RFB No.: 2022-016

Sealed bids addressed to City Secretary, will be accepted at the City of Donna, 307 S 12TH Street, Donna, Texas 78537, until 3:00 p.m. on September 22, 2022, at which time they will be opened and read aloud. Please mark envelope, "Sealed Bid"

(4) PICK UP TRUCKS = RFB No.: 2022-016

Potential Respondents are advised that the bid documents can be downloaded from the City of Donna web page address: www.cityofdonna.org, and may also be secured at the Donna City Hall ATTN: City Secretary, 307 S 12TH Street, Donna, Texas 78537, or by calling 956.464.3314. Be advised that if your company is contemplating on responding to this bid you must contact City Secretary, so that any changes/additions via addendum form can be forwarded to your company. (Please include your company name, address, e-mail, telephone and fax, and contact person). **No electronic bids will be accepted.**

The City of Donna reserves the right to accept or reject any or all bids, to waive any informalities, and to accept the bid to be the best and most advantageous to the City and to hold bids for a period of forty-five (45) days without taking action, for the purpose of reviewing the bids and investigation of respondents' qualifications prior to bid award. Bids submitted past the aforementioned date and time will not be accepted.

City of Donna

Norma Yanez,
City Secretary
citysecretary@cityofdonna.org



**CITY OF DONNA
REQUEST FOR BIDS FOR
PURCHASE OF 4 PICKUP TRUCKS**

BID NO. 2022-016

BID OPENING DATE: September 22,2022 3:00pm

It is the intent of this Request for Bids to describe and ultimately make it possible for the City of Donna to contract for the below mentioned **PURCHASE OF FOUR (4) PICKUP TRUCKS.**

GENERAL REQUIREMENTS AND AGREEMENT FOR THE PURCHASE OF FOUR (4) PICKUP TRUCKS:

SPECIFICATIONS:

2022 OR NEWER MODEL PICKUP TRUCK(S)

Make: FORD

Model: F250 4X4 Super Crew

Color: Oxford White

Engine: 6.7L Power Stroke V8 Diesel

Transmission: 10 Speed Automatic

2022 OR NEWER MODEL PICKUP TRUCK

MAKE: FORD

MODEL: F350 4X4 Super Crew

Color: Oxford White

Engine: 6.7L Power Stock V8 Diesel

Transmission: 10 Speed Automatic

VEHICLE OPTIONS:

- **KEYLESS REMOTE ENTRY**
- **SEATS: VINYL SEATS**
- **AUTOMATIC EMERGENCY BRAKING**
- **POWER DOOR LOCKS & WINDOWS**

REGISTRATION:

VENDOR SHALL SUPPLY ALL DMV PAPERWORK REQUIRED BY THE STATE OF TEXAS TO LICENSEE WITH THE VEHICLE INCLUDING A WEIGHT CERTIFICATION. THE CITY OF DONNA WILL HANDLE THE TITLE & REGISTRATION. APPLICANT NAME AND MAILING ADDRESS ON FORM 130-U SHOULD READ:

**CITY OF DONNA
 BID FORM FOR
 PURCHASE OF FOUR (4) PICKUP TRUCKS**

BID NO. 2022-016

BID OPENING DATE: September 22,2022.

I/We submit the following bid in **ORIGINAL FORM** for **PURCHASE OF FOUR (4) PICKUP TRUCKS** according to City of Donna requirements, less tax:

ITEM	DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE
1	New F-250 SRW 4X4 CREW CAB	3	\$	\$
	DELIVERY CHARGES		\$	\$
	MISC. CHARGES		\$	\$
	TOTAL		\$	\$
	DELIVERY TIME AFTER AWARD: _____ DAYS		\$	\$

ITEM	DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE
1	New F-350 SRW 4X4 CREW CAB	1	\$	\$
	DELIVERY CHARGES		\$	\$
	MISC. CHARGES		\$	\$
	TOTAL		\$	\$
	DELIVERY TIME AFTER AWARD: _____ DAYS		\$	\$

AVAILABLE EXTENDED WARRANTY(S)

_____ YR _____ MILES _____ TYPE _____ COST
 _____ YR _____ MILES _____ TYPE _____ COST
 _____ YR _____ MILES _____ TYPE _____ COST

All addenda issued in respect to this project shall be considered official changes to the original bidding documents. It shall be the Bidder(s) responsibility to ensure that all Addenda have been received. Furthermore, bidders are advised

that they must recognize, comply with, and attach a signed copy of each Addendum which shall be made part of their Bid Submittal. Bidder(s) signature on Addenda shall be interpreted as the vendor's "recognition and compliance to" official changes as outlined by the City of Donna and as such are made part of the original bidding documents.

Does the Company have an office located in Donna, Texas? Yes _____ No _____

Has the Company ever conducted business with the City of Donna? Yes _____ No _____

Respectfully submitted this _____ day of _____, 2022.

SIGNATURE: _____

TYPE/PRINT NAME: _____

TITLE: _____

COMPANY: _____

ADDRESS: _____

TELEPHONE NO.: _____

FAX NO.: _____

EMAIL: _____