

**POCATELLO/CHUBBUCK  
SCHOOL DISTRICT NO. 25  
Bannock County**

**Administration Offices  
3115 Pole Line Road  
Pocatello, Idaho**

**SPECIFICATIONS**

**GASOLINE AND DIESEL FUEL**

BID OPENING:

April 28, 2016  
10:30 AM

**POCATELLO/CHUBBUCK  
SCHOOL DISTRICT NO. 25  
Bannock County**

**INVITATION TO BID - GASOLINE AND DIESEL FUEL**

Sealed bids will be received by a representative of the Board of Trustees of School District No. 25, Bannock County, Pocatello, Idaho, 3115 Pole Line Road, Pocatello, Idaho, 83201, until 10:30 AM, April 28, 2016 for Gasoline and Diesel Fuel.

Specifications or additional details (including bid forms) may be secured at 3115 Pole Line Road, Pocatello, Idaho.

Each bid shall be accompanied by a certified check, cashier's check, or a bid bond in the sum of not less than five percent (5%) of the total bid, made payable to School District No. 25, Bannock County, Pocatello, Idaho. This surety shall be forfeited by the bidder in the event of failure to fulfill provisions of bid on which purchase order award is based. No personal or company checks will be accepted.

The Board of Trustees reserves the right to reject any or all bids; likewise, to reject any item or items in any such bid, and the right to waive any technicality.

Paul Vitale, Clerk  
School District No. 25

To be published on the dates of:

April 14, 2016  
April 21, 2016

IDAHO STATE JOURNAL

**POCATELLO/CHUBBUCK  
SCHOOL DISTRICT NO. 25  
Bannock County**

GENERAL CONDITIONS

Bids will be accepted for approximately 50,000 gallons of non-lead gasoline and approximately 120,000 gallons of Red-Dyed Ultra-Low Sulfur Diesel Fuel. The bidder shall supply complete specifications of the fuel he intends to furnish. Said specifications shall show the high and the low octane rating, sulfur and other impurity content, and such other information as to clearly define the quality of the fuel. The bid price shall exclude Federal Excise Tax and State Tax.

The term of this contract shall be from July 1, 2016 to June 30, 2017.

Fuel shall be delivered to 3115 Pole Line Road, Pocatello, Idaho.

All bids shall be in a sealed envelope addressed to the Board of Trustees of School District No. 25, 3115 Pole Line Road, Pocatello, Idaho 83201. The following shall be written on the exterior of the envelope: "BID FOR SUPPLYING GASOLINE AND DIESEL FUEL TO BE OPENED APRIL 28, 2016, AT 10:30 AM"

VENDORS NOT ATTENDING THE BID OPENING MUST SUBMIT THEIR BIDS SO THE BIDS ARE RECEIVED IN THE MAIL OR IN THE EDUCATION CENTER NO LATER THAN 4:00 PM ON APRIL 27th, THE NEAREST WORK DAY PRIOR TO BID OPENING.

No proposal will be accepted unless accompanied by a Certified Check or Bid Bond for not less than five percent (5%) of the total amount bid, as a guarantee, which is to be forfeited in case the successful bidder fails, neglects, or refuses to either enter into a contract or execute bonds for the faithful performance of the contract, or furnish a performance bond. PERSONAL OR COMPANY CHECKS WILL NOT BE ACCEPTED.

Refer all questions to Mr. Craig Leiby, Transportation Coordinator, at (208) 235-3226. Contact with other district staff, Board of Trustees, or Administration, will be by written permission only.

Bids must be supplied on the attached Bid Quotation Forms.

REQUIREMENTS OF THE AWARDED BIDDER

Railcar transported fuel will not be accepted.

Unleaded gasoline must have a minimum 85 octane rating.

The Vendor must produce documentation of the price paid for fuel at the terminal for each delivery to the district so verification of the quoted fixed profit margin can be verified.

During the period of November 1, 2016 through March 15, 2017, or as necessary, the red-dyed diesel fuel shall be blended for winter use at or below 20F degrees below zero.

Deliveries shall be made within one day after the District places an order for fuel.

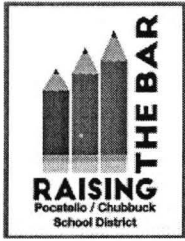
### **OBJECTIONS**

Written objections to specifications or bid procedures must be received by the clerk, secretary, or other authorized official of the District at least one (1) business day before the date and time upon which bids are scheduled to be received, per Idaho Code Section 68-2806(c).

### **Evaluation Criteria**

Vendor Selection on this project will be based on the following:

- 1) Price
- 2) Vendor reputation for providing quality service and reliable delivery. If School District No. 25 has not done business with your company in the past 5 years please reference 5 current customers you have worked with in the past 2 years.
- 3) Vendor who best meets the specifications as listed will be given priority in final selection.



## BIDDER CERTIFICATION FORM

1. **Debarment and Suspension** – In submitting this bid proposal, we hereby certify that we have not been suspended or in any way excluded from Federal procurement actions by any Federal Agency. We fully understand that if information contrary to this certification subsequently becomes available, such evidence may be grounds for non-award or nullification of a bid contract.
2. **Anti-Collusion** – In submitting this bid proposal, we hereby certify this proposal was developed and prepared without any collusion with any competing bidder or District employee. The content of this proposal has not been disclosed to any competing or potentially competing bidder prior to the proposal due date and time. Furthermore, no action to persuade any person, partnership or corporation to submit or withhold a bid has been made.
3. **Anti-Lobbying** – In submitting this bid proposal, we hereby certify that to the best of our knowledge and belief, no appropriated Federal funds have been paid or will be paid by or on behalf of person associated with this proposal to any person for influencing or attempting to influence and officer or employee of any agency, a member of Congress, an office or employee of Congress or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
4. **National Sexual Offender Registry** – In submitting this bid proposal, you certify to the District that your company will prohibit any persons in your employ who are registered or required to register under the Idaho Sex Offender Registration Act from participation in company business with the District if such participation would require them to be present on school property. You certify further that you have cross checked such employees against the National Sex Offender Registry found at the following web link: <http://www.nsopr.gov/>

Signed: \_\_\_\_\_

Name & Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City & State: \_\_\_\_\_

Date: \_\_\_\_\_

**GASOLINE AND DIESEL BID QUOTATION SHEET**

FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Unleaded Gasoline

Price paid per gallon by the Vendor for Unleaded Gasoline at the Pocatello Fuel Terminal on April 21, 2016:

\_\_\_\_\_

Fixed Profit Margin for Unleaded Gasoline for the contract period: July 1, 2016 through June 30, 2017:

\_\_\_\_\_

The Total Price per Gallon for Unleaded Gasoline that would be charged to the District based on the price paid by the Vendor at the Pocatello Fuel Terminal on April 21, 2016, including the Fixed Profit Margin:

\_\_\_\_\_

Red-Dyed Diesel Fuel

Price paid per gallon by the Vendor for Red Dyed Diesel Fuel at the Pocatello Fuel Terminal on April 21, 2016:

\_\_\_\_\_

Fixed Profit Margin for Red-Dyed Diesel Fuel for the contract period: July 1, 2016 through June 30, 2017:

\_\_\_\_\_

The Total Price per Gallon for Red-Dyed Diesel Fuel that would be charged to the District based on the price paid by the Vendor at the Pocatello Fuel Terminal on April 21, 2016, including the Fixed Profit Margin:

\_\_\_\_\_

BIDDER'S AUTHORIZED SIGNATURE: \_\_\_\_\_

BIDDER'S PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

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