

**AMAGANSETT UNION FREE SCHOOL DISTRICT**  
**POB 7062**  
**320 MAIN STREET**  
**AMAGANSETT, NEW YORK 11930-7062**

**BID FORM FOR PROPOSAL FOR ON HIGHWAY DIESEL FUEL**

Pursuant to and in compliance with the advertisement in the East Hampton Star of April 9, 2024 by the Amagansett Union Free School District, requesting bids for diesel fuel, we submit the following bid proposal:

The Amagansett Union Free School District solicits your bid for approximately **5,000** gallons of **ON HIGHWAY DIESEL FUEL** to be delivered as required for period July 1, 2024 through June 30, 2025.

The price shall be net, per gallon, F.O.B., the school district's storage tank.

Do not include New York State Gross Receipts Tax in your bid. The tax should be added to the invoice as a separate line item at the time of delivery because the school district is not exempt from this tax. The lowest responsible bidder will be determined by adding handling charge and New York State Tank car Reseller price.

**THE BID SHALL CONSIST OF:**

1. A quoted fixed surcharge, which will remain constant throughout the term of the Bid Agreement. It may be a plus (+) or a minus (-) fixed cents per gallon to be added to or deducted from the variable price per gallon as published daily in the issue of the New York Journal of Commerce for the day of delivery. Please note that the term "published" as used above refers to the actual day the periodical is published, not the posting day reflected in the issue.
2. A variable price per gallon, which shall be the price per gallon as published on the day of delivery in the New York Journal of Commerce for New York Harbor Tank Car Reseller **ON HIGHWAY DIESEL**. Please note the term "published" as used above refers to the actual day the periodical is published, not the posting day reflected in the issue.

**REQUIREMENTS:**

1. List the name and address of your primary source of supply, proof of contract, and contractual produce allocation, which proof shall be part of and attached to the bid.
2. Proof of insurance indemnifying the school district for any spill damage, property damage or personal injury which on school district property, to be attached to the bid.
3. Specifications must meet requirement as set forth by the Suffolk County Environmental Control and New York State Environmental Control.
4. It is agreed that a metered delivery ticket duly signed by attending school custodian, and dated, will be left in the possession of the custodian.
5. It is agreed that a representative of the school district may check the owner's storage tank for water at frequent intervals.
6. The driver of the delivery truck will be instructed not to unload the fuel until a school custodian has had the opportunity to check the contents of the truck and to permit the examination of same by a custodian after it has been unloaded.

**FUEL TANK CAPACITY:**

1 Tank 1000 gallons

**ON HIGHWAY DIESEL FUEL OIL BID:**

Fix surcharge is plus \$0.\_\_\_\_\_ per gallon or minus \$0.\_\_\_\_\_ per gallon added to or deducted from the variable price per gallon as published in the New York Journal of Commerce for New York Harbor Tank Car Reseller on the day of delivery.

**ON HIGHWAY DIESEL FUEL**

a. Handling Surcharge \$ \_\_\_\_\_  
b. New York Harbor Tank Car Reseller Price dated **4/30/2024** + \$ \_\_\_\_\_  
**Total Base Bid** (add a & b) = \$ \_\_\_\_\_

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

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

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

Signature of Bidder: \_\_\_\_\_

Title: \_\_\_\_\_

Print/Type Name: \_\_\_\_\_

Dated: \_\_\_\_\_