

Mayes County, Oklahoma  
**COUNTY PURCHASING OFFICE**  
Mayes County Court House  
Pryor, Oklahoma  
Bonnie Kerr, Purchasing Agent  
(918) 825-4424  
**INVITATION TO BID**

DATE ISSUED: <b>August 5, 2016</b>		
Page 1 of 5		
BID NUMBER: <b>One thousand twenty-four (1024)</b>	BID CLOSING DATE AND HOUR: <b>Friday August 19, 2016 at 5pm</b>	DATE OF DELIVERY: <b>Demand</b>
TERMS: <b>Bids will be opened Monday August 22, 2016 at 9:30 a.m.</b>		

**BID FOR (1 or More ), 2016 RAM 4X4 SSV OR COMPARABLE FOR  
MAYES COUNTY SHERIFF'S DEPARTMENT  
LOCAL FINANCING WITH  
"RCB BANK, CURTIS BALES @ 1.85% 918-825-3851"  
IS PREFERRED BUT NOT MANDATORY**

**THIS WILL BE A "36 MONTH LEASE/PURCHASE" WITH ANNUAL PAYMENTS  
PLEASE INCLUDE INTEREST RATE AND  
COMPLETE THE ATTACHED S. A. & I. FORM 120B  
WITH AMORTIZATION SCHEDULE.**

**\*\*\*\*\*IMMEDIATE DELIVERY\*\*\*\*\***

**SPECIFICATIONS ARE ENCLOSED**

**\$ \_\_\_\_\_ 2016 DODGE RAM 1500 4X4 CREW CAB  
SPECIAL SERVICE VEHICLE PACKAGE OR COMPARABLE**

**\*PLEASE NOTE BIDDING INSTRUCTIONS\*\***

**COMMISSIONERS RESERVE THE RIGHT TO  
REJECT ANY OR ALL BIDS**

**PLEASE REVIEW TERMS AND CONDITIONS ON REVERSE SIDE RELATING TO SUBMISSION FOR THIS BID.  
NOTARIZED AFFIDAVIT COMPLETIONS AND SIGNATURE REQUIRED ON REVERSE SIDE.**

**TERMS AND CONDITIONS**

1. Sealed bids will be opened in the Commissioner's Conference Room, Mayes County Courthouse, Pryor, Oklahoma, at the time and date shown on the invitation to bid form.
2. Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with bid number and closing date written on the outside of the envelope.
3. Unit prices will be guaranteed correct by the bidder.
4. Firm prices will be F.O.B. destination.
5. Purchases by Mayes County, Oklahoma, are not subject to state or federal taxes.
6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.
7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn statement of non-collusion. A form is supplied below.
8. Bids will be firm until **Completion of Contract**.

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say the he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity; quality or price in the prospective contract or any other terms of said prospective contract: or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn before this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_. (SEAL)

Firm \_\_\_\_\_

My commission expires \_\_\_\_\_

Signed by: \_\_\_\_\_ Title: \_\_\_\_\_

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

Notary Public (Clerk or Judge)

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

Zip: \_\_\_\_\_

NOTE: OTHER TERMS AND CONDITIONS CAN BE ADDED AT THE DISCRETION OF THE COUNTY OFFICERS.

INSTRUCTIONS FOR SUBMITTING  
BID PROPOSALS

1. Please read and fill out forms completely. Any incomplete forms will result in rejection of the bid.
2. Sign invitation to bid form, which includes the Affidavit of Non-Collusion, in front of a Notary.
3. Bids must be placed in a sealed envelope which shall be marked **“Bid #1024 for 2016 VEHICLE to be opened August 22, 2016,** and then placed in another sealed envelope marked the same as the inside envelope and addressed to the County Clerk.
4. File Bid Proposal with the Mayes County Clerk, either by mail or in person, before **Friday, August 19, 2016, 5:00 P.M.**
5. The mailing and physical address of the Mayes County Clerk is as follows:  
Mayes County Clerk  
1 Court Place, Suite 120  
Pryor, OK 74361
6. All bid information shall be typewritten or legibly written in ink.
7. The bid Proposals will be opened at a regular meeting of the Board of Mayes County Commissioners on Monday, **August 22, 2016** at 9:30am.
8. The Commissioners reserve the right to reject any or all bids.
9. If you have any questions regarding this Invitation to Bid, please contact Bonnie Kerr, Mayes County Purchasing Agent, at 918-825-4424.

PROOF OF MAILING  
BRITTANY TRUE-HOWARD  
MAYES COUNTY CLERK

Office of the County Clerk  
Mayes County, State of Oklahoma

Affidavit of mailing: August 5, 2016

I, Bonnie Kerr, Purchasing Agent for Mayes County certify that Invitations to Bid for **Bid# 1024, 2016 Vehicle** were mailed to the following.

1. Roberts Auto Center, PO Box 700, Pryor, OK 74361
2. Vance Fleet Services, 5009 S Division, Guthrie, OK 73044
3. Jim Glover Chevrolet, 8130 E Skelly Drive, Tulsa, OK 74129
4. Bob Howard Dodge, PO Box 14580, OKC, OK 73113  
405-936-8814, tayers@bobhowardauto.com
5. David Stanley Dodge, 7609 SE 29<sup>th</sup> St, Midwest City, OK 73110, 877-853-3755
6. Bob Moore Chrysler Dodge, 4627 S Memorial Drive, Tulsa, OK 74145, 918-665-6343
- 7.
- 8.
- 9.

\_\_\_\_\_  
Purchasing Agent

Subscribed and sworn before me this 5th day of August, 2016.

My Commission expires: \_\_\_\_\_  
Notary Public

AWARD OF CONTRACT

Contract No. 9-1-15

Mayes County

Bid # 990

TO: VANCE FLEET SERVICES  
VANCE CHEVROLET  
PO BOX 528  
PERRY, OK 73077

This Certificate of Award is given for FIVE (5) - 2016 Chevrolet Tahoes at a price of \$32,035.75 each, with 3 annual payments OF \$54527.78, 1<sup>st</sup> payment due on receipt of vehicles to RCB BANK, Financed @ 1.6% with RCB Bank for a period of time from 9-14-15 to Completion of Contract. It is understood that the acceptance of this bid constitutes a firm contract for the period of time above stated. This contract shall be in force until the expiration date, or until thirty (30) days after notice has been given by the County of its desire to terminate the contract. Immediate cancellation shall be administered when violations are found.

(SEAL)  
COMMISSIONERS

BOARD OF COUNTY  
MAYES COUNTY

ATTEST:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

