



Addendum Number 1

October 21, 2019

From: Procurement Department

Re: Invitation to Bid ½ Ton 4x4 Stake Body Equipped Truck

Issue Date: 10/20/19

Due Date: 11/6/19

1. The name on this bid was an incorrect description but the specifications are correct. This bid should be a ½ Ton Pickup Truck. Please utilize the attached Invitation to Bid with the correct bid name.

End of Addendum Number 1

City of Kingsport – Procurement Department
225 W. Center Street, Kingsport, TN 37660
Phone – (423) 229-9419 Fax – (423) 224-2433

INVITATION FOR BID

**THIS FORM MUST BE COMPLETED AND
SIGNED FOR YOUR BID TO BE CONSIDERED VALID.**

Address to: Procurement Manager
City of Kingsport
225 W Center Street
Kingsport, TN 37660
Phone (423) 229-9419 or Fax (423) 224-2433

Date Issued: 10/20/19
F.O.B. Kingsport

Total Number of Pages: 11

This sealed bid in the original copy, subject to the terms and conditions on the attachment, will be received by the Procurement Manager until 4:00 P.M., Eastern Time on November 6, 2019, at which time will be publicly opened in the Council Room, City Hall, 225 W. Center Street, Kingsport, Tennessee. **IN THE LOWER LEFT CORNER OF YOUR ENVELOPE ADDRESSED TO ABOVE, MARK YOUR ENVELOPE "1/2 TON 4x4 PICKUP TRUCK" AND DATE OF THE BID OPENING.**

READ TERMS AND CONDITIONS BEFORE COMPLETING THIS FORM

Item	Quantity	U/I	Description	Unit Price	Total Price
01	1	EA	<p>½ TON 4x4 PICKUP TRUCK AS PER ATTACHED SPECIFICATIONS</p> <p>BRAND/MODEL</p> <p>_____</p> <p>Delivery Terms:</p> <ol style="list-style-type: none"> 1. Delivery no later than _____ business days after acceptance of order which shall be defined as purchase order date. 2. The Fleet Maintenance Department will complete vehicle inspection to insure compliance with specifications within ___15___ business days after delivery. 3. If deficiencies are identified upon inspection, the time frame allowed for vendor to correct deficiencies and return vehicle/equipment to the Fleet Maintenance Department will be ___10___ business days after notified by the Fleet Manager. 		

Liquidated Damages:

As actual damages for any delays in delivery of the vehicles/equipment which the bidder is required to perform as per this bid document are difficult to determine, the Bidder shall be liable for and shall pay to the Owner the sum of Fifty Dollars (\$50.00) as fixed, agreed and liquidated damages for each business day of delay per purchase order and not per unit from the number of days stipulated for delivery and for deficiency correction

In compliance with this Invitation for Bid and subject to all conditions thereof, the undersigned agrees, if this bid is accepted within 60 days from the date of the opening, to furnish all of the material/service upon which prices are quoted, delivered at the designated point(s) within the time specified.

- (A) Terms: NET
- (B) Delivery/Job completion within _____ days after notification.
- (C) Specification/Letter of explanation enclosed: YES () NO ()

Handwritten Signature of Authorized Representative

Name of Firm

Date

THIS FORM MUST BE SIGNED TO BE CONSIDERED COMPLETE