



REQUEST FOR QUOTATION

PLEASE COMPLETE THE FOLLOWING CONTACT INFORMATION:

NOTES

Company Name: _____

Address: _____

Contact Name: _____

Contact Title: _____

Phone Number: _____

E-mail: _____

1. Quoted prices are to be net thirty (30) calendar days: all discounts are to be deducted and reflected in net prices.
2. The County reserves the right to reject any and/or all quotes, to waive any technicalities in the quote, and to take whatever action is in the best interest of Washington County, Maryland.
3. The County is exempt from State of Maryland Sales Tax. The County's Maryland Sales Tax Exemption Number is 3000129 2.

RETURN QUOTATIONS TO:

WASHINGTON COUNTY PURCHASING DEPARTMENT
 Washington County Administration Complex
 100 West Washington Street, Third Floor, Suite 3200
 Hagerstown, Maryland 21740
Attention: Rick F. Curry, CPPO, Director of Purchasing
Telephone Number: 240-313-2330

REQUEST FOR QUOTATION
**THIS IS NOT
 AN ORDER**

DATE ISSUED

DELIVERY WANTED

11/12/2021

See Attachment

DESCRIPTION

**2022 or LATEST PRODUCTION MODEL CAM DECKOVER TILT
 EQUIPMENT HAULER TRAILER
 Q-21-701**

(See Attached Instructions & Specifications)

QUOTATION DUE: Wednesday, December 8, 2021, no later than 3:00 P.M., (EDT/EST) and must be time-stamped in the Purchasing Department. Opening of quotations will follow. Interested parties are invited to hear a reading of the quotes. All quoters who wish to hear a reading of the quotes shall call 240-313-2330 to receive instructions prior to the teleconference.

QUOTATIONS TO BE ADDRESSED TO: Washington County Purchasing Department, Attn: Rick F. Curry, CPPO, Director of Purchasing, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, Maryland, 21740 and enclosed in a sealed opaque envelope marked "**QUOTATION – (Q-21-701) 2022 or LATEST PRODUCTION MODEL CAM DECKOVER TILT EQUIPMENT HAULER TRAILER**" and bearing the vendor's name.

Having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposed to furnish all labor, materials and equipment called for by said specifications and instructions for the **TOTAL LUMP SUM QUOTATION**.

NOTE: This page is to be returned with the Form of Proposal

We quote you as above - F.O.B. _____

Official Signature _____

Name Printed _____

Telephone Number _____

Acknowledge Addenda # _____ Date _____

_____ Date _____, # _____ Date _____

Delivery/Service can be performed no later than _____ calendar days from receipt of order.

Date _____

**Q-21-701
REQUEST FOR QUOTATION**

**2022 OR LATEST PRODUCTION MODEL CAM DECKOVER
TILT EQUIPMENT HAULER TRAILER**

INSTRUCTIONS

1. **QUOTATION SUBMISSION:** Quotations are to be submitted enclosed in a sealed opaque envelope bearing the name of the firm submitting the quote and marked “**QUOTATION – (Q-21-701 CAM DECKOVER TILT EQUIPMENT HAULER TRAILER)**”. Quotations are to be addressed to Rick F. Curry, CPPO, Washington County Purchasing Department, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, Maryland, 21740. **Please direct all inquiries to Rick F. Curry, CPPO, at 240-313-2330, Fax - 240-313-2331. Facsimile or Electronic Quotes will not be accepted.**

2. **QUOTATION OPENING:** Quotations must be received and time-stamped in the Purchasing Department no later than **3:00 P.M., (EDT/EST) Wednesday, December 8, 2021**. Quotations will be opened and read at that time in the Washington County Administration Complex, Third Floor Conference Room 3000, 100 West Washington Street, Hagerstown, Maryland. All interested parties are invited to attend.

3. **PRE-QUOTATION CONFERENCE/TELECONFERENCE:**
A Pre-Quotation Conference/Teleconference will be held in person in the Washington County Administration Complex, Third Floor Conference Room 3000, 100 West Washington Street, Hagerstown, Maryland 21740, **10:00 A.M., Friday, November 19, 2021**, at which time County personnel will be present to answer any questions. All interested quoters wishing to take part in the meeting by teleconference shall call 240-313-2330 prior to the meeting to receive instructions. All interested quoters are requested to take part in the conference/teleconference. Participation in this meeting is not mandatory, but it is strongly encouraged.

NOTE: All Quoters must enter the Washington County Administrative Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their quote and/or to attend the Pre-Quotation Conference and/or the Quote Opening. Alternate routes are controlled by a door access system. Washington County Government has announced new security protocols being implemented at the Washington County Administrative Complex at 100 West Washington Street, Hagerstown. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

4. **AWARD OF CONTRACT:** Washington County shall award the contract to the responsible, responsive low Quoter based on the total sum for the equipment. Carelessness in quoting prices, or in preparation of quotation otherwise, will not relieve the Quoter. Erasures or changes in quotations must be initialed. Upon approval of the cost proposal, it is the County's intent to issue a Notice to Proceed (purchase order) within fourteen (14) days.
5. **BROCHURES, DESCRIPTIVE LITERATURE, MANUALS:**
 - a. Firms submitting quotes shall furnish complete descriptive literature and specifications of the equipment upon which the Quotation is based. Refer to the General Conditions.
 - b. Failure to comply with this requirement may be ample cause for rejection of the Quotation.
6. **DEALERSHIP IDENTIFICATION:** There shall be no dealer identification attached to the new trailer.
7. **DELIVERY:** The trailer shall be delivered F.O.B. Destination to the Washington County Department of Water Quality, 16232 Elliott Parkway, Williamsport, MD 21795. The successful Quoter shall guarantee delivery of the trailer as specified herein, no later than ninety (90) consecutive calendar days after notice of award. All delivery costs and charges shall be included in the Quotation.
8. **DISCOUNTS:** Quoted prices are to be net thirty (30) calendar days; all discounts are to be deducted and reflected in net prices.
9. **DISPUTES:** In cases of disputes as to whether or not an item or service quoted or delivered meets specifications, the decision of the County Commissioners or authorized representative shall be final and binding on both parties.
10. **EQUAL OPPORTUNITY:** The Board of County Commissioners of Washington County, Maryland does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services. Individuals requiring special accommodations are requested to contact the Purchasing Department at 240-313-2330 Voice, TDD Dial 711 to make arrangements no later than seven (7) calendar days prior to the Quotation Opening.
11. **EXCEPTION:** The submission of a quotation shall be considered an agreement to all items, conditions, and specifications provided herein and in the various quotation documents unless specifically noted otherwise in the quotation.
12. **INTERPRETATION, DISCREPANCIES, OMISSIONS:** Should any Quoter find discrepancies in, or omissions from the documents or be in doubt of their meaning, or feel that the specifications are discriminatory, he/she should at once request, in writing, an interpretation from Rick F. Curry, CPPO – Director of Purchasing, Washington County Purchasing Department, Washington County Administration Complex, 100 West Washington Street, Suite 3200, Hagerstown, Maryland, 21740, Fax: 240-313-2331; or send questions in Microsoft Word platform via-email to purchasingquestions@washco-md.net.

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Cam Deckover Tilt Equipment Hauler Trailer

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All necessary interpretations will be issued to all Quoters by the Washington County Purchasing Director in the form of addenda to the specifications, and such addenda shall become part of the Contract Documents. Exceptions taken in no way obligates the County to change the specifications. Failure of any Quoter to receive any such addendum or interpretation shall not relieve such Quoter from any obligation under his/her quotation as submitted. The County will assume no responsibility for oral instructions or suggestions. **ORAL ANSWERS WILL NOT BE BINDING ON THE COUNTY.** Any requests received after 4:00 P.M., (EDT/EST), Monday, November 29, 2021 may not be considered.

13. **LIQUIDATED DAMAGES:** Assessments shall be made at the rate of one percent (1%) of the quoted price, per unit, per day, for each unit not delivered by the due date. This assessment shall be deducted for the invoice price.
14. **MATERIAL AND WORKMANSHIP:** All equipment furnished shall be guaranteed to be new, unused and of current manufacture, to meet all requirements of the specifications, and to be in intended use condition at time of delivery. All workmanship shall be of high quality and accomplished in a professional manner so as to ensure functionality of the equipment.
15. **PAYMENT:** Payment will be made within thirty (30) calendar days after satisfactory acceptance and delivery by using department as required based on delivery as requested by that department. Invoices shall be submitted in duplicate to the Department of Water Quality, 16232 Elliott Parkway, Williamsport, MD 21795.
16. **PAYMENT OF COUNTY AND MUNICIPAL TAXES:** Effective October 1, 1993, in compliance with Section 1-106(b)(3) of the Code of the Public Local Laws of Washington County, Maryland, "If a Bidder has not paid all taxes owed to the County or a municipal corporation in the County, the County Commissioners may reject the Bidder's bid."
17. **POLITICAL CONTRIBUTION DISCLOSURE:** In accordance with Maryland Code, State Finance and Procurement Article, §17-402, the Bidder shall comply with Maryland Code, Election Law Article, Title 14, which requires that every person that enters into contracts, leases, or other agreements with the State, a county, or any incorporated municipality, or their agencies during a calendar year in which the person receives in the aggregate \$100,000 or more, shall file with the State Administrative Board of Election Laws a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election. The statement shall be filed with the State Administrative Board of Election Laws: (1) before a purchase or execution of a lease or contract by the State, a county, an incorporated municipality or their agencies, and shall cover the preceding two (2) calendar years; and (2) if the contribution is made after the execution of a lease or contract, then twice a year, throughout the contract term, on: (a) February 5, to cover the 6-month period ending January 31; and (b) August 5, to cover the 6-month period ending July 31.
18. **REDUCTION OF PRICES:** Any reduction of prices during the period of this contract shall be passed on to the Board of county Commissioners of Washington County, Maryland.
19. **RESERVATIONS:** The Board of County Commissioners of Washington County, Maryland, reserves the right to accept or reject any or all quotes, to waive formalities, informalities and

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technicalities therein. The Board reserves the right to contact a Quoter for clarifications and may, at its sole discretion, allow a Quoter to correct any and all formalities, informalities and technicalities in the best interest of Washington County, Maryland.

20. **SALES TAX:** Washington County Government is exempt from State of Maryland Sales Tax. The County's Maryland Sales Tax Exemption Number is 3000129 2. The County will provide a sales tax exemption certificate for the items provided under this contract.
21. **SUBSTITUTIONS:** Any Quoter who contemplates offering a trailer that differs from that specified SHALL obtain the County's written approval prior to quotation opening. Substitution literature shall be received in the Purchasing Department **no later than 4:00 P.M., (EDT/EST), Monday, November 29, 2021.** Requests received after this deadline for substitutions may not be considered. All correspondence regarding this quote shall be directed to and issued by the Washington County Purchasing Department.
22. **TITLES:** The successful Vendor must contact the Washington County Department Water Quality to ascertain the correct name for titling of the equipment. All costs for titling the equipment shall be included in the quoted price.
23. **WARRANTY AND SERVICE:**
 - a. Warranty and service shall be honored at all manufacturers' dealerships, regardless of which dealer is the successful vendor.
 - b. All Quoters must submit written evidence with quotations indicating minimum warranty. Copies of warranties and service maintenance schedules must be submitted with quotations.

**Q-21-701
REQUEST FOR QUOTATION**

**2022 OR LATEST PRODUCTION MODEL CAM DECKOVER TILT
EQUIPMENT HAULER TRAILER**

GENERAL CONDITIONS

1. The successful vendor shall supply the County with the following technical information at or before the time of delivery of equipment:
 - a. TECHNICAL MANUAL – One (1) complete copy with the equipment at the time of delivery or not later than ninety (90) calendar days after delivery.
 - b. WIRING DIAGRAM – One (1) complete copy with the equipment at the time of delivery or no later than ninety (90) calendar days after deliver.
 - c. PARTS BOOK – One (1) complete book on all components with the equipment at the time of delivery or no later than ninety (90) calendar days after delivery.
 - d. BUILD OR SPEC SHEETS – One (1) complete copy with the equipment at the time of delivery or no later than ninety (90) calendar days after delivery.
3. The County shall not accept any new equipment until all damage and defects have been repaired and factory shortages replaced.
4. The trailer shall be equipped with standard equipment and the specified equipment, factory installed, unless otherwise specified.
5. Trailer furnished must be equipped with all items required to meet current state and federal laws.

**Q-21-701
REQUEST FOR QUOTATION**

**2022 OR LATEST PRODUCTION MODEL CAM DECKOVER
EQUIPMENT HAULER TILT TRAILER**

SPECIFICATIONS

	<u>Remarks/Exceptions</u>
1. New, unused, 2022 or Latest Production Model Power Up/Down Tilt Trailer	_____
2. GVWR (lb.) - 17,600	_____
3. GAWR (lb./axle) – 8,000	_____
4. Color: Black	_____
5. Payload - 13,760	_____
6. Main Frame / Tongue - 8” I-Beam @ 13 lbs.	_____
7. Crossmembers - 3” Channel @ 4.1	_____
8. Overall Width: 102”	_____
9. Electric Brakes: Both Axles	_____
10. Axles – 8,000 lb. Oil Bath	_____
11. Suspension – Slipper Spring Suspension	_____
12. Tires – 215/75R17.5 LRH	_____
13. Aluminum Toolbox	_____
14. Decking – Oak	_____
15. Lights – LED, Rubber Mounted	_____
16. Electrical Plug – 7-Way RV Plug	_____
17. Finish – PPG Industrial Polyurethane Paint	_____
18. Overall Length / Flat – 22’	_____

SPECIFICATIONS (cont.)

Remarks/Exceptions

19.	Deck Height – 36”	_____
20.	Stake Pockets / Rub Rail	_____
21.	Rear Impact Guard	_____
22.	12K Bolt On Drop Leg Jack	_____
23.	Mud Flaps	_____
24.	5/8 D-Ring Tie Down	_____
25.	4 Bolt Adjustable Hitch Plate W/2-5/16” Ball Hitch	_____
26.	Solar Charged Breakaway W/Zip Cable	_____
27.	Sealed Wiring Harness	_____
28.	Safety Chains	_____
29.	Epoxy Paint	_____
30.	Spare Tire / Mount	_____
31.	Three Year Warranty	_____
32.	Hydraulic Jack	_____
33.	Warn 12,000 lb. Winch	_____
34.	Adjustable Dual Hydraulic Cushion Cylinders	_____

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2022 OR LATEST PRODUCTION MODEL CAM DECKOVER
EQUIPMENT HAULER TILT TRAILER

FORM OF PROPOSAL

Item No.	Item Description	Unit of Measure	Qty	Unit Price <i>(Figures)</i>	Total Price <i>(Figures)</i>
1	New, unused, 2022 or latest Production Model Power Up/Down Tilt Trailer <div style="text-align: right; margin-right: 50px;">_____ Dollars</div> <div style="text-align: center;">(Written)</div> <div style="text-align: right; margin-right: 50px;">_____ per Cents</div> <div style="text-align: center;">(Written)</div>	Ea.	1	\$ _____ (Figures)	\$ _____ (Figures)
TOTAL LUMP SUM (Item No. 1 above) <div style="text-align: right; margin-right: 50px;">_____ Dollars</div> <div style="text-align: center;">(Written)</div> <div style="text-align: right; margin-right: 50px;">_____ Cents</div> <div style="text-align: center;">(Written)</div>				\$ _____ (Figures)	

REMARKS/EXCEPTIONS: _____

