

## **NOTICE TO BIDDERS**

The Town of Kiawah Island (hereinafter also referred to as “Owner”) is now accepting bids for the following, 2013 Toyota vehicles; 2013 Rav4 XLE/ 4WD, model 4442 and a 2013 SR5, 4 Runner, 4WD, model 8664 as outlined in the specifications attached hereto.

## **INSTRUCTIONS TO BIDDERS**

Bids should be delivered and plainly marked 2013 Vehicle Bid. Address all bids to the Attention of: Ken Gunnells, Town Treasurer or email [kgunnells@kiawahisland.org](mailto:kgunnells@kiawahisland.org).

Bids will be received until (date): **April 18, 2013 @ 12:00PM**

Bids must include a written statement that “the bid is firm and will not be withdrawn for a period of sixty (60) days”. **Purchase of vehicle will be made as a cash sale after May 13, 2013 or at time of delivery. Vehicles must be available for delivery by May 22, 2013.**

Each bidder may submit suggested changes in the specifications. These proposed changes must be submitted separately in writing, must include the cost, and must include a listing of specifications for the proposed changes.

The bid offer acknowledges the right of the Town (“Owner”) to accept or reject any or all bids and to waive any informality in any bid received. It declares that the bid is in all respects fair and without collusion or fraud, and that no member of the staff or officer of the Town of Kiawah Island, or any person employed by the district, is directly or indirectly interested in the bid, or in any portion of the profits that might result from the bid.

The Owner reserves the right to reject any bid if an investigation of the bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract.

**Award of this proposal is contingent upon the approval of funding from the Town Council.**

Any questions or explanations in regard to the above matters should be directed to: Ken Gunnells, Town Treasurer at 843-768-9166.

**PART I:**

Bids must include and delineate all installations, equipment, and services.

**SYSTEM REQUIREMENTS**

Vehicle: 2013 Toyota RAV4  
Model: 4442 5-Door 4WD, 6 SP/AUTO  
Color: Exterior/Black, Interior/Grey  
Options: Tow Package  
2 additional key lobs and keys  
Permanent (Municipal Plates)

**SUBMITTING ORGANIZATION/COMPANY**

Person Submitting Proposal (Contact Person): \_\_\_\_\_

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

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

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Bid Acceptance:

**Subject to the terms and conditions herein, and any others by reference to additional contracts, invoices, or other documentation, we accept the bids for the services described:**

**Town Representative:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

**PART II:**

Bids must include and delineate all installations, equipment, and services.

**SYSTEM REQUIREMENTS**

Vehicle: 2013 Toyota 4 Runner  
Model: SR5/8664, 4-Door, 4WD, 5 SP/AUTO  
Color: Exterior/Black, Interior Grey  
Options: 2 additional key lobs and keys  
Permanent (Municipal Plates)

**SUBMITTING ORGANIZATION/COMPANY**

Person Submitting Proposal (Contact Person): \_\_\_\_\_

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

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

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Bid Acceptance:

**Subject to the terms and conditions herein, and any others by reference to additional contracts, invoices, or other documentation, we accept the bids for the services described:**

**Town Representative:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_