

**COUNTY OF TEHAMA
CARDLOCK UNLEADED GASOLINE & DIESEL FUEL BID
INFORMATION/SPECIFICATIONS**

The County of Tehama is accepting bids to furnish Cardlock unleaded gasoline and clear highway diesel fuel to various Tehama County Departments for use in County-owned vehicles. This bid covers the period July 1, 2017 through June 30, 2018. The contract may be extended annually on a year-by-year basis if agreed upon by both parties, but shall not exceed a total of five (5) years. The annual volumes indicated are estimates only. The County shall not be penalized for purchasing more or less than the estimated volume listed.

All fuel purchased at the pump under the Cardlock contract shall be computer billed to the County of Tehama on a monthly basis with each Department being billed individually. Each Department shall be supplied with new and/or replacement cards at no cost in order to provide access to the Cardlock pumps.

Cardlock fueling facilities must be located within the Red Bluff and Corning city limits. The vendor must be able to service the Red Bluff area as well as the South County area with their facilities.

The vendor will provide a map of their fueling facility locations with their bid.

The Cardlock fueling facilities will be able to provide 24 hour unattended Cardlock service 7 days a week.

Annual estimated Cardlock fuel volume is 150,000 gallons.

Bids shall be received until 3:00 p.m. June 7, 2017. Late bids will not be accepted. Bids must be received at the office of the Purchasing Agent, 727 Oak Street, Red Bluff, CA 96080. In addition to mailed bid submittals, fax submittals will be accepted at (530) 527-3764. Bids shall be submitted on the form provided ONLY.

The County of Tehama reserves the right to refuse any or all bids. Also, the County reserves the right to rescind the awarded bid, by giving 30 days written notice.

The bid will be evaluated without taxes. Prices quoted in the bid shall exclude all applicable sales or use taxes, superfund tax, federal excise taxes, oil spill and State of California Motor Vehicle fuel taxes.

The County is subject to state and local taxes but is exempt from payment of federal excise tax.

The freight fee per gallon submitted by the successful bidder will be subject to adjustment for industry-wide price changes. In the event of industry price changes, either up or down, during the term of this bid, the County will allow the successful bidder a bid price adjustment to correspond with the industry fluctuation. An "industry-wide price change" means the net increase or decrease in the freight fee per gallon charged for similar fuels by industrial suppliers located in California. The successful bidder and the County may each propose a price adjustment once per calendar quarter, at least 15 days before such proposed adjustment is to become effective. Such proposal shall state the percentage increase or decrease in price and the proposed adjusted freight fee per gallon. The percentage increase or decrease must be confirmed in writing by at least two other industrial suppliers as reflecting an "industry-wide price change."

Please provide a bid as requested below for Unleaded Regular Gasoline and Diesel Fuel:

**COUNTY OF TEHAMA
CARDLOCK UNLEADED GASOLINE & DIESEL FUEL BID
BID FORM**

TOTAL MARKUP AND FEES PER GALLON OVER AVERAGE OPIS FOR **UNLEADED
REGULAR GASOLINE** (INCLUDE ALL FEES AND EXCLUDE TAXES) TOTAL:

\$ _____

TOTAL MARKUP AND FEES PER GALLON OVER AVERAGE OPIS FOR **CLEAR HIGHWAY
DIESEL FUEL** (INCLUDE ALL FEES AND EXCLUDE TAXES) TOTAL:

\$ _____

Breakdown for bid amount for Unleaded Gasoline per gallon:

Markup Over OPIS: _____ \$ _____

Freight Fee: _____ \$ _____

Fee: _____ \$ _____

Fee: _____ \$ _____

Fee: _____ \$ _____

Fee: _____ \$ _____

Total Bid Amount (should equal total in box above): \$ _____

Breakdown for bid amount for Clear Highway Diesel Fuel per gallon:

Markup Over OPIS: _____ \$ _____

Freight Fee: _____ \$ _____

Fee: _____ \$ _____

Fee: _____ \$ _____

Fee: _____ \$ _____

Fee: _____ \$ _____

Total Bid Amount (should equal total in box above): \$ _____

Do not include state sales tax or state or federal excise taxes in Total Bid amount.

**COUNTY OF TEHAMA
CARDLOCK UNLEADED GASOLINE & DIESEL FUEL BID
BID FORM
(continued)**

****The vendor must provide a map of their fueling facility locations with their bid.****

The vendor guarantees that the markup will remain constant for the contract period. The County may request proof of average OPIS pricing at any time.

The County reserves the right to purchase fuel from other vendors if it is determined to be in the public interest of the people and Tehama County.

A purchase order will be issued to the successful low bidder, which will run from July 1, 2017 through June 30, 2018. Both the vendor and the County of Tehama may cancel this purchase order by giving thirty (30) days written notice. The purchase order may be extended an additional year, for up to four additional years (total of five years), if agreed upon by both parties and all terms and conditions remain the same as the original bid.

Contact the Purchasing Department at 530-527-3365 if you have questions regarding this bid.

VENDOR INFORMATION:

FIRM NAME: _____

SUBMITTED BY: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____

PHONE: _____ **FAX:** _____

FEDERAL TAX PAYER ID#: _____