



Marshall County Public Library

@Benton @Calvert City @Hardin
1150 Birch Street 949 SE 5th Ave 4640 Murray Highway
marshallcolibrary.org • 270-527-9969

INVITATION FOR BIDS

Outreach Vehicle

Proposal Deadline: 3PM, Tuesday, July 23, 2024

Summary

The Marshall County Public Library (Library) is requesting bids for a passenger vehicle with the capability to transport cargo.

Specifications

Van or SUV

- Gasoline engine
- Automatic transmission
- Air conditioning
- Power locks/windows
- Bluetooth enabled
- White exterior paint (preferred)
- Cruise control
- ABS
- Rearview camera
- Advanced crash protection
- LED headlights
- Full-size spare tire
- Seating for 4 persons
- Storage area of at least 100 cubic feet behind first row of seats
- Roof rack compatible (installed roof rack preferred)
- Rear cargo lift compatible (installed rear cargo lift preferred)

Bid Requirements

Each bid should contain the following information:

- Base price of the vehicle
- A list of the additional costs for each requested option
- Price of the vehicle with requested options
- A list of all applicable fees
- Total cost of the vehicle
- Warranty information

Evaluation of Bids

Evaluation shall be based on all factors having a bearing on price and performance of the vehicle. Compliance with all bid requirements and needs of the Library are considered in evaluating bids. The Library reserves the right to contact any bidder to clarify, verify, or require information with regard to this bid.

Bid Submittal Instructions

Bids must be submitted using the attached form, which can be downloaded from marshallcolibrary.org. Please prepare a separate bid for each vehicle proposed.

All bids must be sealed in an envelope, labeled as “Marshall County Public Library Outreach Vehicle Bid,” and delivered in person or via mail to:

Tammy Blackwell
Marshall County Public Library
1150 Birch Street
Benton, KY 42025

All bids must be submitted no later than 3:00 p.m. on Tuesday, July 23, 2024. Late bids will not be accepted. Bids will be opened at approximately 3:01 p.m. in the Conference Room at the Marshall County Public Library at Benton on 1150 Birch Street. Evaluation of bids may take up to one week.

Notice of Tax Exemption

The Marshall County Public Library is a Kentucky Special Purpose Government Entity and therefore is certified by the Kentucky Department of Revenue to be tax exempt. (Tax Exemption number SD-079-108)

VENDOR BID FORM

Outreach Vehicle

Proposal format should be itemized. All features should be considered a line item. If a line item is included in the unit base price it must be noted in the unit price as "included." Vendors may include their own formatted itemized quote and/or attach additional documents as long as the stated requirements are met.

Company Name	
Contact Name	
Phone Number	
Email Address	

Base Price	
Itemized Options	
Base Price + Options	
Itemized Fees	
Total Cost	
Warranty Information	