



City of Cartersville
P.O. Box 1390
1 North Erwin Street
Cartersville, GA 30120

DATE: November 28, 2023
TO: Automobile /Truck Dealers
Fleet Sales Personnel
FROM: Bill Trott, Garage Supervisor
RE: Vehicle Bids

Enclosed is the bid request sheet along with the other documents for the vehicles that the **City of Cartersville Water Department** will be purchasing. If you have any questions on the vehicle, please contact the individual listed on the top of the vehicle specifications page.

Bids must be submitted in the same format as the attached sheets, prices must be good for 60 days from date of bid deadline, and bidders must furnish specification sheets to support submitted bids. Bid prices must include all costs including delivery charges.

Deadline for submission of vehicle bids is, December 13, 2023, at 10:00 A.M. EST at the City Manager's office 1 North Erwin Street, Cartersville, Georgia. ALL DOCUMENTATION INCLUDED IN THE BID PACKAGE MUST BE COMPLETED AND SUBMITTED WITH THE QUOTES TO BE CONSIDERED FOR AWARD

A summary of the vehicle to be purchased:

<u>Department</u>	<u>Type of Vehicle</u>	<u>Quantity</u>
Water Department	Pickup trucks	2

The following documents have been included in this bid package and all of these documents should be included in your return bid to the City:

- 1) **Vehicle Specifications**
- 2) **Non-Collusion Affidavit**
- 3) **Bidders Declaration**
- 4) **Certificate of Non-Discrimination**
- 5) **Drug-Free Work Place Certificate**

Send or deliver your bid in a sealed envelope marked "**Pickup trucks Water Department** " to my attention at:
City of Cartersville
P.O. Box 1390
Cartersville, GA 30120

The City reserves the right to reject any or all bids or to accept only that bid which the City deems is in their best interest.