

**AUTOMOTIVE REPLACEMENT PARTS & SUPPLIES  
GENERAL SPECIFICATIONS**

**DISCOUNT:**

Bidder shall quote one (1) discount only for the listed automotive items of each part group. This discount will be used in the evaluation of bids. If the bidder wishes to offer all items listed on the stipulated price list at the same discount, or if he chooses to offer certain items at a different discount, he shall so indicate in the space provided, or in a letter submitted with this bid.

Bidder shall quote single percentage discounts only.

The Town of Babylon is exempt from Federal Excise Taxes. Discount from list price shall allow for deduction of such taxes.

A separate discount shall be quoted for each of the parts groups.

**PRICE CHANGES: (APPLIES TO DISCOUNTS ONLY)**

The contract prices shall be subject to increase or decrease during the contract period in accordance with changes which may be made by the manufacturer in his published price list. Contract prices must be firm for the first 4 months of the contract period. (See SPECIAL CONDITIONS)

**DELIVERY:**

For all items which are normally stocked, shipment shall be made within three (3) days after receipt of order. If item is out of stock, contractor shall inform Town and advise when delivery will be made. All prices are to be F.O.B. Town of Babylon.

**SPECIFICATION REFERENCES:**

The products of the manufacturers listed for each parts group are preferred. Other manufacturers will be considered if their products provide for adequate coverage, and if the bidder furnishes proof of equivalent quality. The decision of the Town will be final as to acceptable alternates.

**INFORMATION WITH BID:**

The bidder must submit the following with the bid:

- A. One (1) copy of the specified current price sheet of each manufacturer.
- B. One copy of current catalog.

**QUALIFICATION OF BIDDER:**

No bid will be considered unless the firm submitting the bid can meet the following conditions:

1. That the bidder has a warehouse adequate for and devoted to the selling of automotive replacement parts at wholesale, and that he regularly maintains an inventory of at least \$25,000 of those parts which he has offered.
2. That the bidder has representatives who will be available to call on the Town and assist in participating in the contract.
3. The the bidder maintains "over-the-counter" service for filling pick-up orders.
4. That the bidder is an authorized distributor for each manufacturer whose products he has offered.

Bidder may be required to submit a certification by each manufacturer whose products are offered, stating that the bidder is authorized to supply such products.

**GUARANTEE:**

The contractor guarantees that the equipment is standard new equipment, latest model of regular stock product with all parts regularly used with the type of equipment; also, that no attachment or part has been substituted or applied contrary to manufacturer's recommendations and standard practice. Every unit delivered is guaranteed against faulty material and workmanship for a period of one (1) year. If, during this period, such faults develop, the unit is to be replaced without any cost to the Town.

**PACKAGING:**

All items furnished must be new (except for rebuilt exchange items) and in the manufacturer's individual original, standard package, clearly marked as to part number and contents.

## SPECIFICATIONS

### FURNISH & INSTALL REPLACEMENT SPRINGS FOR PASSENGER CARS, TRUCKS AND OTHER TOWN VEHICLES

#### SCOPE

Bid proposal has been designed to provide for replacement of springs for the Town of Babylon auto, truck and specialized vehicles.

#### TIME ALLOTMENT

Vendors are cautioned to note that the equipment to be repaired is of a specialized nature and cannot remain unrepaired for any extended length of time.

If after authorized repair has been started, the successful vendor has determined that added time for repair must be made, the request for approval of added time for repair must be approved by the Commissioner of General Services.

Should the successful vendor indicate on his invoice time and cost for total hours that exceed that which the Town can substantiate, consideration shall be given to what shall be termed as disputed time. Should the Town disagree with the total hours requested by the successful vendor, a review of the disputed time shall be done by comparing the disputed time with time of a previous repair of similar nature.

#### PERFORMANCE

It shall be incumbent upon the bidder to prove his ability to perform the work required herein, to have ample and adequate facilities, to be properly equipped, maintain a sufficient inventory and provide properly trained and experienced staff. The Town reserves the right to investigate and inspect the premises of the bidder and shall be the sole judge as to the fitness of the bidder to render the service required.

No spring replacement or other work can be performed without the approval and issuance of a Purchase Order number issued by the Purchasing Department.

The successful bidder is to furnish all labor, materials, tools, instruments and accessories necessary to perform repair of springs.

When service is completed an invoice shall be sent to the Purchasing Department with the following information - the make, year, type and vehicle number, replacement spring number and/or size, Department serviced, accessories, hours, labor and rate, and signed by the proper authority of the using agency.

### **METHOD OF AWARD**

Method of award would be a combination of the lowest responsible bidder offering the highest percentage discount from the TRIANGLE AUTO SPRING (or equal) P/L plus the hourly labor rate.

Vendor Note: For purposes of equal evaluation, the Town will use part #'s 55-560, 55-759 & 55-881 as shown in the latest Triangle Auto Spring (or equal) published price lists.

Any bidder found imbalancing the bid in any of the unit prices will be cause for bid rejection.

The Town may award this bid in whole or in parts, or make no award at all, whichever is in the best interest of the Town.

### **HOURLY RATE**

The vendor shall complete, in total dollars, for an hourly rate. The rate indicated shall be the rate the Town shall pay for the total hours approved for the period of the contract.

### **LATEST PUBLISHED PRICE LIST**

Bidders must bid on the latest Price List published by TRIANGLE AUTO SPRING CO or Equal. The price indicated for springs must be on a percentage basis: either plus or minus or zero. Said percentage rate shall not change during the period of contract.

### **NEW YORK STATE INSPECTION STANDARDS**

Bidder must be aware that any and all work on Town equipment, when completed, must meet all New York State inspection requirements.

### **WORK AREA SPECIFICATIONS**

- A. Lifts must be able to accommodate up to 30,000 lbs.
- B. Must be able to accommodate, in a secured area, any Town vehicle that may remain overnight.
- C. Garage doors must have 13 ft. openings or higher.
- D. All parts replaced must be returned to the Town.

### **ALLOTTED REPAIR TIME**

All repairs to Town vehicles must be made within 24 hours after delivery to vendor's place of business.

### **GRADE QUALITY**

All U-Bolts, deep nuts, threaded rod and pins must be of grade 8 material.