

November 7, 2016

NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be accepted for one-hundred thousand (100,000) gallons more or less of Quality Bio-Diesel fuel B-5 (highway use) to be delivered to the New Prairie Bus Garage at 5329 N. Cougar Rd., New Carlisle, Indiana. Fuel will be delivered in transport loads and placed in underground storage tanks according to legal advertisement and specifications on file in the Superintendent's Office.

The NPUSC will also be accepting sealed bids for five-thousand (5,000) gallons more or less of regular gasoline to be delivered to the New Prairie Bus Garage at the address stated above. Combined bids for delivery of both bio-diesel fuel and unleaded gasoline will be accepted as well as separate bids for each item.

Renewal Option: This contract may be renewed under the same terms and conditions, subject to the approval of the New Prairie United School Corporation in compliance with IC 5-22-17-4. The term of the renewed contract may not be longer than the term of the original contract.

Bids will be received until 9:00 a.m. (CST) on Wednesday, December 7, 2016, in the Superintendent's Office of the New Prairie United School Corporation located at 5327 N. Cougar Rd., New Carlisle, Indiana 46552. Bids will be opened and read publicly at that time. **All bids should be clearly marked as Bids on the envelope.**

All bids shall include a non-collusion affidavit as required under the statutes of the State of Indiana. A certified check payable to the New Prairie United School Corporation of LaPorte and St. Joseph Counties, Indiana, or a bid bond with corporate surety in an amount equal to five percent (5%) of the bid shall also accompany each bid.

The School Board of New Prairie United School Corporation of LaPorte and St. Joseph Counties, Indiana, reserves the right to reject any and all bids and to waive irregularities in the bidding. All bids shall remain binding for a period of sixty (60) days from the time of the bid opening or until accepted or rejected by the School Board, whichever is earlier.

Deliveries for both the bio-diesel and regular gasoline are to be, as needed, over the period of January 1, 2017, through December 31, 2017. Specification sheets for bio-diesel fuel must be included with the bid proposal.

School Board
New Prairie United School Corporation

Advertise: Friday, November 11, 2016
Advertise: Friday, November 18, 2016

November 7, 2016

**NEW PRAIRIE UNITED SCHOOL CORPORATION
SPECIFICATIONS**

SPECIFICATIONS FOR UNLEADED FUEL

1. Quality Unleaded Fuel (87 E10 Top Tear Gas) for highway use
2. List **date**, **oil company** and **terminal** for which base price is computed
3. Bids shall be based on dock prices at 12:01 a.m., Friday, November 25, 2016
4. Gross gallons shall be used in computing costs
5. Payment terms shall be listed
6. Payment discounts and/or penalties shall be listed
7. Include appropriate federal, state and local taxes in bid price
8. Successful bidder shall pay Federal tax
9. All deliveries to be made at New Prairie Bus Garage located at 5329 N. Cougar Rd., New Carlisle, Indiana, and show margin of profit at time of delivery or invoice.
- **10. Documentation of dock prices must accompany all billing invoices.**

NEW PRAIRIE UNITED SCHOOL CORPORATION

QUOTE IS FOR QUALITY UNLEADED FUEL

ATTACH SPECIFICATION #5 BEHIND THIS FORM

BASE (DOCK PRICE) \$

STATE TAX \$

MARGIN OF PROFIT \$

TOTAL COST PER GALLON \$

Please note costs if applicable, of any payment penalties, discounts, additional fees or charges below:

NON-COLLUSION AFFIDAVIT

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He/She further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee gift, commission or thing of value on account of such sale.

OATH AND AFFIRMATION

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated this ____ day of _____, _____

(Name of Organization)

(Title of Person Signing)

(Signature)

ACKNOWLEDGEMENT

STATE OF _____)
) ss
COUNTY OF _____)

Before me, a Notary Public, personally appeared the above named and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to me this _____ day of _____, _____.

Notary Public Signature

My Commission Expires: _____

November 7, 2016

**NEW PRAIRIE UNITED SCHOOL CORPORATION
SPECIFICATIONS**

SPECIFICATIONS FOR BIO-DIESEL FUEL

1. Quality Bio-diesel fuel (B-5) for highway use
2. Sulfur content maximum of 15 ppm
3. 50 Plus Cetane
4. Winter Pour Point F -20 to -30
5. Provide Analysis & Specifications for Fuel's
6. List **date**, **oil company** and **terminal** for which base price is computed
7. Bids shall be based on dock prices at 12:01 a.m., Friday, November 25, 2016
8. Gross gallons shall be used in computing costs
9. Payment terms shall be listed
10. Payment discounts and/or penalties shall be listed
11. Include appropriate federal, state and local taxes in bid price
12. Successful bidder shall pay Federal tax
13. All deliveries to be made at New Prairie Bus Garage located at 5329 N. Cougar Rd., New Carlisle, Indiana, and show margin of profit at time of delivery or invoice.
- **14. Documentation of dock prices must accompany all billing invoices.**

NEW PRAIRIE UNITED SCHOOL CORPORATION

QUOTE IS FOR QUALITY BIO-DIESEL FUEL - B-5

ATTACH SPECIFICATION #5 BEHIND THIS FORM

BASE (DOCK PRICE) \$

STATE TAX \$

MARGIN OF PROFIT \$

TOTAL COST PER GALLON \$

Please note costs if applicable, of any payment penalties, discounts, additional fees or charges below:

NON-COLLUSION AFFIDAVIT

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He/She further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee gift, commission or thing of value on account of such sale.

OATH AND AFFIRMATION

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated this ____ day of _____, _____

(Name of Organization)

(Title of Person Signing)

(Signature)

ACKNOWLEDGEMENT

STATE OF _____)

) ss

COUNTY OF _____)

Before me, a Notary Public, personally appeared the above named and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to me this _____ day of _____, _____.

Notary Public Signature

My Commission Expires: _____