Solicitation for Reverse Auction: LP Gas & Fuel (GT/Lion Hills Campuses)

East Mississippi Community College Board of Trustees is receiving un-priced solicitations for the following: **LP Gas & Fuel (GT/Lion Hills Campuses)**

Solicitations will be received until 10:00 a.m. on Tuesday, June 25, 2019, in the Administration Office, P.O. Box 100, Mayhew, MS 39753, Attn: Dana Mordecai, or by electronic submission at www.centralauctionhouse.com. Submissions will be evaluated, and vendors submitting acceptable proposals will be invited to participate in the Electronic Reverse Auction to be held on Wednesday, June 26, 2019, at www.centralauctionhouse.com.

Information about the specific items in the reverse auction may be obtained by contacting Kyle Younger at (662) 243-1975 or kyounger@eastms.edu. Solicitation information may be obtained from Dana Mordecai at 662-243-1956 or dmordecai@eastms.edu. This information will also be made available online by visiting our website at http://www.eastms.edu/bids or www.centralbidding.com.

For questions relating to the reverse auction process, please contact Central Bidding at 225-810-4814.

General Info Regarding Items to Be Bid:

Auction Number	Item to Be Bid	Please mark X for auctions you intend bid on	Time of Reverse Auction
1	LP Gas		10:00 a.m. – 10:10 a.m.
2	Diesel Fuel		10:15 a.m. – 10:25 a.m.
3	Unleaded non-ethanol gasoline		10:30 a.m. – 10:40 a.m.

Please complete & return by deadline in advertisement to location you will be bidding (You may also complete and include the vendor registration form provided by Central Bidding if you choose)

Company Name: _____ Representative Name: _____

Address: _____

Signature: _____ Date: _____

Phone: _____ Email: _____

The real-time bidding interface will appear below at the start date and time set by the owner. When entering a bid amount, you may ONLY enter numbers and one decimal point. DO NOT enter a dollar sign or comma with your bid amount.

Vendors accepted and invited to participate in the Reverse Auction will be notified prior to the auction date either by phone or email.

This solicitation includes 3 separate auctions. Bid shall be for items noted per auction. Vendors may bid on a single auction or multiple auctions. Prices should include delivery. Bids shall be for a two-year period. Contract may be terminated by either party at the end of the first year. Written notice of termination must be given 60 days prior to the end of the contract period, or the bid will continue for the second year.

The East Mississippi Community College Board of Trustees reserves the right to reject any or all bids and to negotiate with the lowest/best bidder. EMCC reserves the right to award the bid as a whole or by individual line item.

East Mississippi Community College is committed to assuring that the College and its programs are free from discrimination and harassment based upon race, color, ethnicity, sex, pregnancy, religion, national origin, disability, age, sexual orientation, gender identity, genetic information, status as a U.S. veteran, or any other status protected by state or federal law. The following person has been designated to handle inquiries regarding the non-discrimination policies: Theresa Harpole, Director of Human Resources, P.O. Box 158, Scooba, MS 39358, Telephone: (662)-476-5274, E-mail: tharpole@eastms.edu.

LP GAS BID SPECIFICATIONS

All prices shall be FOB East Mississippi Community College, Mayhew, MS, and Lion Hills, Columbus, MS.

The bid period shall be: July 1, 2019 - June 30, 2021

The winning bidder must provide & hook-up, according to State Regulations, approximately three (3) 1000 gallon tanks, three (3) 500 gallon tanks, two (2) 250 gallon tanks, and any additional tanks needed during the year.

Any expenses incurred by EMCC which are attributed to improper installation of tanks & gas lines by the winning bidder will be reimbursed to the institution by said bidder.

All delivery tickets shall have the proper location of the tank being filled legibly entered on said tickets (a list of names will be provided to the winning bidder), and must be signed by the Maintenance Supervisor or his representative. Any delivery ticket received without such data will not be paid by EMCC.

The winning vendor shall insure that all LP Gas present in the vendor-supplied tanks at the time of the bid is placed in the tanks provided by said Vendor at no cost to EMCC.

All tanks shall be neat in appearance and EMCC may, at its discretion, require that some tanks be painted during the year, at the expense of the winning bidder.

EMCC may, at its discretion, notify the winning bidder to discontinue delivery to any location at any time.

Reverse Auction will be Price per Gallon

Please note any additional fees/charges (if any) below in addition to reverse auction bid price. Note any charges such as delivery/hook-up, rental, service call charges, etc.

If there are additional fees, they MUST be noted on this form, and this form MUST be returned/attached to your solicitation or those fees will not be recognized.

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DIESEL FUEL AND UNLEADED GAS SPECIFICATIONS

All prices shall be FOB East Mississippi Community College, Mayhew, MS, and Lion Hills Columbus, MS.

The bid period shall be: July 1, 2019 - June 30, 2021

- **Diesel fuel (include any applicable taxes)**

  Delivery price per gallon for off-road grade diesel

- **Unleaded non-ethanol gasoline (include any applicable taxes)**

  Delivery price per gallon for unleaded non-ethanol gasoline