

**City of Kirksville
INVITATION TO BID**

The City of Kirksville will accept sealed bids for the furnishing of the motor oil, hydraulic oil, grease & antifreeze estimated requirements thru March 31, 2013, until 3:00 p.m., Tuesday, February 21, 2012 at the office of the City Clerk, City Hall, 201 South Franklin Street, Kirksville, MO 63501. Bids are to be delivered in a sealed envelope addressed to: **CITY CLERK, CITY OF KIRKSVILLE**. Plainly mark in the lower right corner of the envelope: **PW - OIL/GREASE**.

The City of Kirksville does not discriminate in its decisions on the basis of race, religion, color, national origin, gender, sexual orientation, age, disability or on any other basis that would be in violation of any applicable federal, state or local law.

All bids shall be F O B Kirksville Missouri. The City of Kirksville reserves the right to reject any or all proposals and to waive any technicalities. Award will be made to the lowest responsive, responsible bidder for the selected bid. The city has a 1.5% local preference policy.

Bid on the following items based upon indicated quantities:

| Item | Qty | Unit | Unit Price Bid | Total Bid |
|------------------------------------|-----|------------|----------------|-----------|
| Ethylene Glycol Antifreeze | 55 | gallon | _____ | _____ |
| Universal Extended-Life Antifreeze | 55 | gallon | _____ | _____ |
| 30W Oil | 20 | gallon | _____ | _____ |
| 5W20 Oil | 55 | gallon | _____ | _____ |
| 5W30 Oil | 165 | gallon | _____ | _____ |
| 10W30 Oil | 55 | gallon | _____ | _____ |
| 15W40 Oil | 220 | gallon | _____ | _____ |
| 85W140 Oil | 55 | gallon | _____ | _____ |
| GP Hydraulic Fluid | 110 | gallon | _____ | _____ |
| ISO 32 Hydraulic Oil | 110 | gallon | _____ | _____ |
| ISO 68 Hydraulic Oil | 55 | gallon | _____ | _____ |
| Multi-Purpose Grease | 90 | 16-oz Tube | _____ | _____ |
| Oil Samples | 20 | | _____ | _____ |
| Total Bid PRICE: | | | \$ _____ | |

If this bid is accepted, delivery shall be within 90 calendar days after due notification from the City of Kirksville, Missouri, of acceptance of this bid. Any bid may be modified or withdrawn prior to time for the opening of Bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. NO BIDDER may withdraw a BID within 60 days after the actual date of the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period; the time may be extended by mutual agreement between the OWNER AND BIDDER.

SUBMITTED ON _____, 2012

A Corporation

By _____
(Corporation Name)

(State of Corporation)

(Name of Person Authorized to Sign)

(Title)

(Corporate Seal)

Attest _____
(Secretary)

Business Address: _____

Phone No.: _____