



**State of Oklahoma  
Department of Central Services  
Procurement**

**Solicitation**

1. **Solicitation #:** 5800000519

2. **Solicitation Issue Date:** July 24, 2009

3. **Brief Description of Requirement:**

TRANSPORTATION OF FORTY-ONE (41) VEHICLES TO BE PICKED UP IN BEL-AIR, MD AND DELIVERED TO OKLAHOMA CITY, OK.

SHORT CLOSE

4. **Response Due Date<sup>1</sup>:** July 29, 2009

**Time:** 2.00 PM CST/CDT

5. **Issued By and RETURN SEALED BID TO<sup>2</sup>:**

Department of Central Services - Procurement Division

- Location: 2401 N. Lincoln Blvd. Ste. 212, Oklahoma City, OK 73105
- Mailing Address: PO Box 53218, Oklahoma City, OK 73152-3218

6. **Solicitation Type** (check one below):

- Invitation to Bid
- Request for Proposal
- Request for Quote

7. **Requesting Agency:** Property Distribution

8. **Contracting Officer:**

Name: Keith Hicks

Phone: (405) 522-3790

Email: keith\_hicks@dcs.state.ok.us

<sup>1</sup> Amendments to solicitation may change the Response Due Date (read GENERAL PROVISIONS, section 3, "Solicitation Amendments")

<sup>2</sup> Use "Location" for courier or personal deliveries, and "Mailing Address" for USPS



**State of Oklahoma  
Department of Central Services  
Procurement Division**

**Responding Bidder Information**

"Certification for Competitive Bid and Contract" (see page 3) **MUST** be submitted along with the response to the Solicitation.

1. **RE: Solicitation #** 5800000519

2. **Bidder General Information:**

FEI / SSN : \_\_\_\_\_ VEN ID: \_\_\_\_\_  
Company Name: \_\_\_\_\_

3. **Bidder Contact Information:**

Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Contact Title: \_\_\_\_\_  
Phone #: \_\_\_\_\_ FAX#: \_\_\_\_\_  
Email: \_\_\_\_\_ Website: \_\_\_\_\_

4. **Oklahoma Sales Tax Permit<sup>1</sup>:**

- YES – Permit #: \_\_\_\_\_
- NO – Exempt pursuant to Oklahoma Laws or Rules

5. **Workers' Compensation Insurance Coverage:**

Bidder is required to provide with the bid a certificate of insurance showing proof of compliance with the Oklahoma Workers' Compensation Act.

- YES – include a certificate of insurance with the bid
- NO - attach a signed statement that provides specific details supporting the exemption you are claiming from the Workers' Compensation Act (Note: Pursuant to Attorney General Opinion #07-8, the exemption from 85 O.S. 2001, § 2.6 applies only to employers who are natural persons, such as sole proprietors, and does not apply to employers who are entities created by law, including but not limited to corporations, partnerships and limited liability companies.)<sup>2</sup>

<sup>1</sup> For frequently asked questions concerning Oklahoma Sales Tax Permit, see <http://www.tax.ok.gov/faq/fagbussales.html>

<sup>2</sup> For frequently asked questions concerning workers' compensation insurance, see <http://www.ok.gov/oid/documents/WorkersComp.pdf>



**State of Oklahoma  
Department of Central Services  
Central Purchasing Division**

**Certification for Competitive  
Bid and/or Contract  
(Non-Collusion Certification)**

*In accordance with 74 O.S. § 85.22, a certification shall be included with any competitive bid or contract submitted to the State for goods or services.*

Solicitation or Purchase Order #: 5800000519

Supplier Legal Name: \_\_\_\_\_

A. For purposes of competitive bid,

1. I am the duly authorized agent of the above named bidder submitting the competitive bid herewith, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to said bid;

2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and

3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:

a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,

b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor

c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

B. I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this contract herein.

The undersigned, duly authorized agent for the above named supplier, by signing below acknowledges this certification statement is executed for the purposes of:

the competitive bid attached herewith and contract, if awarded to said supplier;

**OR**

the contract attached herewith, which was not competitively bid and awarded by the agency pursuant to applicable Oklahoma statutes.

\_\_\_\_\_  
Supplier Authorized Signature

\_\_\_\_\_  
Certified This Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email

\_\_\_\_\_  
Fax Number

# GENERAL PROVISIONS

## 1. DEFINITIONS

As used herein, the following terms shall have the following meaning unless the context clearly indicates otherwise:

- 1.1. "Acquisition" means items, products, materials, supplies, services and equipment a state agency acquires by purchase, lease purchase, lease with option to purchase, or rental pursuant to the Oklahoma Central Purchasing Act;
- 1.2. "Bid" means an offer in the form of a bid, proposal or quote a bidder submits in response to a solicitation;
- 1.3. "Bidder" means an individual or business entity that submits a bid in response to solicitation;
- 1.4. "Solicitation" means a request or invitation by the State Purchasing Director or a state agency for a supplier to submit a priced offer to sell acquisitions to the state. A solicitation may be an invitation to bid, request for proposal, or a request for quotation; and
- 1.5. "Supplier" means an individual or business entity that sells or desires to sell acquisitions to state agencies.

## 2. BID SUBMISSION

- 2.1. Submitted bids shall be in strict conformity with the instructions to bidders, and shall be submitted with any other forms completed as required by the solicitation.
- 2.2. Bids shall be submitted to the procuring agency in a single envelope, package, or container and shall be sealed. The name and address of the bidder shall be inserted in the upper left corner of the single envelope, package, or container. SOLICITATION NUMBER AND SOLICITATION RESPONSE DUE DATE AND TIME MUST APPEAR ON THE FACE OF THE SINGLE ENVELOPE, PACKAGE, OR CONTAINER.
- 2.3. The required certification statement, "Certification for Competitive Bid and Contract (Non-Collusion Certification)", DCS-FORM-CP-004, must be made out in the name of the bidder and must be properly executed by an authorized person, with full knowledge and acceptance of all its provisions.
- 2.4. All bids shall be legibly written or typed. Any corrections to bids shall be initialed. Penciled bids and penciled corrections shall NOT be accepted and will be rejected as non-responsive.
- 2.5. All bids submitted shall be subject to the Oklahoma Central Purchasing Act, Central Purchasing Rules, and other statutory regulations as applicable, these General Provisions, any Special Provisions, solicitation specifications, required certification statement, and all other terms and conditions listed or attached herein—all of which are made part of this solicitation.

## 3. SOLICITATION AMENDMENTS

- 3.1. If an amendment is issued, then the bidder shall acknowledge receipt of any/all amendment(s) to solicitations by signing and returning the solicitation amendment(s). Amendment acknowledgement(s) may be submitted with the bid or may be forwarded separately. If forwarded separately, amendment acknowledgement(s) must contain the solicitation number and response due date and time on the front of the envelope. The procuring agency must receive the amendment acknowledgement(s) by the response due date and time specified for receipt of bids for the bid to be deemed responsive. Failure to acknowledge solicitation amendments may be grounds for rejection.
- 3.2. No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the solicitation. All amendments to the solicitation shall be made in writing by the procuring agency.
- 3.3. It is the Bidder's responsibility to check frequently for any possible amendments that may be issued. The procuring agency is not responsible for a bidder's failure to acquire any amendment documents required to complete a solicitation.

## 4. BID CHANGE

If the bidder needs to change a bid prior to the solicitation response due date, a new bid shall be submitted to the procuring agency with the following statement "This bid supersedes the bid previously submitted" in a single envelope, package, or container and shall be sealed. The name and address of the bidder shall be inserted in the upper left corner of the single envelope, package, or container. SOLICITATION NUMBER AND SOLICITATION RESPONSE DUE DATE AND TIME MUST APPEAR ON THE FACE OF THE SINGLE ENVELOPE, PACKAGE, OR CONTAINER.

## 5. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

By submitting a response to this solicitation:

- 5.1. The prospective primary participant and any subcontractor certifies to the best of their knowledge and belief, that they and their principals or participants:
  - 5.1.1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal, State or local department or agency;
  - 5.1.2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) contract; or for violation of Federal or State antitrust statutes or

commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

**5.1.3.** Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph A.5.1.2. of this certification; and

**5.1.4.** Have not within a three-year period preceding this application/proposal had one or more public (Federal, State or local) contracts terminated for cause or default.

**5.2.** Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to its solicitation response.

## **6. BID OPENING**

Sealed bids shall be opened by the Department of Central Services - Procurement Division located at 2401 N. Lincoln Blvd. Ste. 212, Oklahoma City, OK 73105 at the time and date specified in the solicitation as the Response Due Date and Time.

## **7. BIDS SUBJECT TO PUBLIC DISCLOSURE**

Unless otherwise specified in the Oklahoma Open Records Act, Central Purchasing Act, or other applicable law, documents and information a bidder submits as part of or in connection with a bid are public records and subject to disclosure. Bidders claiming any portion of their bid as proprietary or confidential must specifically identify what documents or portions of documents they consider confidential and identify applicable law supporting their claim of confidentiality. The Chief Administrative Officer of the requesting agency shall make the final decision as to whether the documentation or information is confidential.

## **8. LATE BIDS**

Bids received by the procuring agency after the response due date and time shall be deemed non-responsive and shall NOT be considered for any resultant award.

## **9. LEGAL CONTRACT**

**9.1.** Submitted bids are rendered as a legal offer and any bid, when accepted by the procuring agency, shall constitute a contract.

**9.2.** The Contract resulting from this solicitation will consist of the following documents in order of preference: Contract award documents, including but not limited to the Purchase Order, Contract Modifications, required certification statement, affidavit, and change orders; the solicitation including any amendments; and the successful bid to the extent that the bid does not conflict with the requirements of the Contract award documents or solicitation or applicable law. In the event there is a conflict between any of the preceding documents, the Contract award documents prevail over the solicitation, and both the Contract award documents and the solicitation shall prevail over the successful bid.

**9.3.** Any contract(s) awarded pursuant to the solicitation shall be legibly written or typed.

## **10. PRICING**

**10.1.** Bids shall remain firm for a minimum of sixty (60) days from the solicitation closing date.

**10.2.** Bidders guarantee unit prices to be correct.

**10.3.** In accordance with 74 O.S. §85.40, ALL travel expenses to be incurred by the supplier in performance of the Contract shall be included in the total bid price/contract amount.

## **11. MANUFACTURERS' NAME AND APPROVED EQUIVALENTS**

Unless otherwise specified in the solicitation, manufacturers' names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition. Bidder may offer any brand for which they are an authorized representative, which meets or exceeds the specification for any item(s). However, if bids are based on equivalent products, indicate on the bid form the manufacturer's name and number. Bidder shall submit sketches, descriptive literature, and/or complete specifications with their bid. Reference to literature submitted with a previous bid will not satisfy this provision. The bidder shall also explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. Bids that do not comply with these requirements are subject to rejection.

## **12. CLARIFICATION OF SOLICITATION**

Clarification pertaining to the contents of this solicitation shall be directed in writing to the Contracting Officer specified in the solicitation.

## **13. REJECTION OF BID**

The State reserves the right to reject any bids that do not comply with the requirements and specifications of the solicitation. A bid may be rejected when the bidder imposes terms or conditions that would modify requirements of the solicitation or limit the bidder's liability to the State. Other possible reasons for rejection of bids are listed in OAC 580:15-4-11.

## **14. AWARD OF CONTRACT**

- 14.1. The procuring agency may award the Contract to more than one bidder by awarding the Contract(s) by item or groups of items, or may award the Contract on an ALL OR NONE basis, whichever is deemed by the procuring agency to be in the best interest of the State of Oklahoma.
- 14.2. Contract awards will be made to the lowest and best bidder(s) unless the solicitation specifies that best value criteria is being used.
- 14.3. As required by State law, 74 O.S. § 85.42.B, the successful bidder will be required to properly execute and return to the procuring agency prior to the award of the contract, the "Supplier Contract Affidavit", DCS-FORM-CP-079, to certify that no person who has been involved in any manner in the development of that contract while employed by the State of Oklahoma shall be employed to fulfill any of the services provided for under said contract. FAILURE TO SUBMIT THE AFFIDAVIT WILL RESULT IN THE NULLIFICATION OF THE CONTRACT AWARD. The affidavit must be made out in the name of the bidder and must be properly executed by an authorized person, and notarized, with full knowledge and acceptance of all its provisions. Bidders who wish to review DCS-CP-FORM-079, prior to submitting the solicitation response, may visit DCS' website at [www.dcs.ok.gov](http://www.dcs.ok.gov).
- 14.4. In order to receive payments from the State of Oklahoma, suppliers who are not registered on the State of Oklahoma Vendor Registration list must complete the "Vendor/Payee Form" ([www.ok.gov/OSF/documents/osfvend.pdf](http://www.ok.gov/OSF/documents/osfvend.pdf)). Non-U.S. suppliers who are not registered on the State of Oklahoma Vendor Registration List must complete a W-8BEN ([www.irs.gov/pub/irs-pdf/fw8ben.pdf](http://www.irs.gov/pub/irs-pdf/fw8ben.pdf)). Failure to do so may delay contract award.

## **15. CONTRACT MODIFICATION**

- 15.1. The Contract is issued under the authority of the procuring agency who signs the Contract. The Contract may be modified only through a written Contract Modification, signed by the procuring agency approving official.
- 15.2. Any change to the Contract, including the addition of work or materials, the revision of payment terms, or the substitution of work or materials, directed by a person who is not specifically authorized by the procuring agency in writing, or made unilaterally by the Supplier, is a breach of the Contract. Unless otherwise specified by applicable law or rules, such changes, including unauthorized written Contract Modifications, shall be void and without effect, and the Supplier shall not be entitled to any claim under this Contract based on those changes. No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the resultant Contract.

## **16. DELIVERY, INSPECTION AND ACCEPTANCE**

- 16.1. Unless otherwise specified in the solicitation or awarding documents, all deliveries shall be F.O.B. Destination. The bidder(s) awarded the Contract shall prepay all packaging, handling, shipping and delivery charges and firm prices quoted in the bid shall include all such charges. All products and/or services to be delivered pursuant to the Contract shall be subject to final inspection and acceptance by the State at destination. "Destination" shall mean delivered to the receiving dock or other point specified in the purchase order. The State assumes no responsibility for goods until accepted by the State at the receiving point in good condition. Title and risk of loss or damage to all items shall be the responsibility of the supplier until accepted by the receiving agency. The supplier(s) awarded the Contract shall be responsible for filing, processing, and collecting any and all damage claims accruing prior to acceptance.
- 16.2. Supplier(s) awarded the Contract shall be required to deliver products and services as bid on or before the required date. Deviations, substitutions or changes in products and services shall not be made unless expressly authorized in writing by the procuring agency.

## **17. INVOICING AND PAYMENT**

- 17.1. Pursuant to 74 O.S. §85.44(B), invoices will be paid in arrears after products have been delivered or services provided.
- 17.2. Interest on late payments made by the State of Oklahoma is governed by 62 O.S. §41.4a and 62 O.S. §41.4b.

## **18. TAX EXEMPTION**

Purchases by the State of Oklahoma are exempt from Oklahoma sales or use taxes and Federal excise tax. The procuring agency shall furnish tax exemption certificates upon written request.

## **19. AUDIT AND RECORDS CLAUSE**

- 19.1. As used in this clause, "records" includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form. In accepting any Contract with the State, the successful bidder(s) agree any pertinent State or Federal agency will have the right to examine and audit all records relevant to execution and performance of the resultant Contract.
- 19.2. The successful bidder(s) awarded the Contract(s) is required to retain records relative to the Contract for the duration of the Contract and for a period of three years following completion and/or termination of the Contract. If an audit, litigation, or other action involving such records is started before the end of the three year period, the records are required to be maintained for three years from the date that all issues arising out of the action are resolved, or until the end of the three year retention period, whichever is later.

## **20. NON-APPROPRIATION CLAUSE**

The terms of any Contract resulting from the solicitation and any Purchase Order issued for multiple years under the Contract are contingent upon sufficient appropriations being made by the Legislature or other appropriate government entity. Notwithstanding any language to the contrary in the solicitation, purchase order, or any other Contract document, the procuring agency may terminate its obligations under the Contract if sufficient appropriations are not made by the Legislature or other appropriate governing entity to pay amounts due for multiple year agreements. The Requesting (procuring) Agency's decisions as to whether sufficient appropriations are available shall be accepted by the supplier and shall be final and binding.

## **21. CHOICE OF LAW**

Any claims, disputes, or litigation relating to the solicitation, or the execution, interpretation, performance, or enforcement of the Contract shall be governed by the laws of the State of Oklahoma.

## **22. CHOICE OF VENUE**

Venue for any action, claim, dispute or litigation relating in any way to the Contract shall be in Oklahoma County, Oklahoma.

## **23. TERMINATION FOR CAUSE**

- 23.1.** The supplier may terminate the Contract for default or other just cause with a 30-day written request and upon written approval from the procuring agency. The State may terminate the Contract for default or any other just cause upon a 30-day written notification to the supplier.
- 23.2.** The State may terminate the Contract immediately, without a 30-day written notice to the supplier, when violations are found to be an impediment to the function of an agency and detrimental to its cause, when conditions preclude the 30-day notice, or when the procuring agency determines that an administrative error occurred prior to Contract performance.
- 23.3.** If the Contract is terminated, the State shall be liable only for payment for products and/or services delivered and accepted.

## **24. TERMINATION FOR CONVENIENCE**

- 24.1.** The State may terminate the Contract, in whole or in part, for convenience if the procuring agency determines that termination is in the State's best interest. The procuring agency shall terminate the Contract by delivering to the supplier a Notice of Termination for Convenience specifying the terms and effective date of Contract termination. The Contract termination date shall be a minimum of 60 days from the date the Notice of Termination for Convenience is issued by the procuring agency.
- 24.2.** If the Contract is terminated, the State shall be liable only for products and/or services delivered and accepted, and for costs and expenses (exclusive of profit) reasonably incurred prior to the date upon which the Notice of Termination for Convenience was received by the supplier.

## **25. INSURANCE**

The successful bidder(s) awarded the Contract shall obtain and retain insurance, including worker's compensation, automobile insurance, medical malpractice, and general liability, as applicable, or as required by State or Federal law, prior to commencement of any work in connection with the Contract. The supplier awarded the Contract shall timely renew the policies to be carried pursuant to this section throughout the term of the Contract and shall provide the procuring agency with evidence of such insurance and renewals.

## **26. EMPLOYMENT RELATIONSHIP**

The Contract does not create an employment relationship. Individuals performing services required by this Contract are not employees of the State of Oklahoma or the procuring agency. The supplier's employees shall not be considered employees of the State of Oklahoma nor of the procuring agency for any purpose, and accordingly shall not be eligible for rights or benefits accruing to state employees.

## **27. COMPLIANCE WITH APPLICABLE LAWS**

The products and services supplied under the Contract shall comply with all applicable federal, state and local laws, and the supplier shall maintain all applicable licenses and permit requirements.

## **28. SPECIAL PROVISIONS**

Special Provisions set forth in SECTION B apply with the same force and effect as these General Provisions. However, conflicts or inconsistencies shall be resolved in favor of the Special Provisions.



**State of Oklahoma  
Department of Central Services  
Central Purchasing Division**

**Supplier Contract Affidavit**

Solicitation #: 5800000519

\_\_\_\_\_, of lawful age, being first duly sworn, on oath says:

In accordance with 74 O.S. § 85.42(B), the supplier certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

Signature	Date
Printed Name	Title

STATE OF \_\_\_\_\_ )  
 COUNTY OF \_\_\_\_\_ )

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_

Notary Public (or Clerk or Judge) Signature \_\_\_\_\_

My Commission Number \_\_\_\_\_

My Commission Expires \_\_\_\_\_



# SOLICITATION REQUEST

 Request for Quote Request for Proposal Request for Bid**Dispatch via Print**

**Department of Central Services**  
DEPARTMENT OF CENTRAL SERVICES  
2401 N LINCOLN, WILL ROGERS BLDG  
OKLAHOMA CITY OK 73105

<b>Request Quote ID.</b>	<b>Date</b>	<b>Buyer</b>	<b>Page</b>
5800000519	07/22/2009	Keith Hicks	1
<b>Payment Terms</b>	<b>DateTime Quote Open</b>	<b>Closing</b>	
0 Days	07/24/2009 12:38 PM	07/29/2009 02:00 PM	

Requisition Number Reference: From Req ID - 5800001443

**Ship To:** DEPARTMENT OF CENTRAL SERVICES  
PROPERTY DISTRIBUTION  
3100 N CRESTON  
OKLAHOMA CITY OK 73111

**Bill To:** DEPARTMENT OF CENTRAL SERVICES  
ACCOUNTING DIVISION  
PO BOX 53488  
OKLAHOMA CITY OK 731123488

**Vendor:** NAME

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Supplier Responses**

Line	Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost
1	096285 Freight charges for property distribution items.	41	EA		

Transporting vehicles from:

Bel Air Auto Auction  
803 Bel Air Road  
Bel Air, MD 21014

To:

Department of Central Services  
Property Reutilization Division  
3100 N. Creston Drive  
Oklahoma City, OK 73110

29 Chevrolet Malibu's  
5 Ford Crown Victoria's  
3 Chevrolet Impala's  
1 Ford F-350 Crew Cab 4X4 Dully  
1 Dodge 1 ton Regular Cab stake bed 2 wheel drive dully  
1 Dodge 3/4 ton  
1 Chevrolet 1/2 ton Ext. Cab 4X4

ALL VEHICLES MUST BE RECEIVED IN OKLAHOMA CITY AT 3100 N. CRESTON DRIVE NO LATER THAN 2:00 P.M. AUGUST 12, 2009.

**Freight Terms:** FOB DEST**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

COMMENTS:  
Commercial General Liability \$1,000,000.00 each occurrence

Broad Form Motor Truck Cargo Liability Value of Cargo

Each policy of insurance shall include a 30-day notice of cancellation and name the (State Entity) as Certificate Holder. Required insurance shall be written on a form acceptable to the (State Entity), and shall be underwritten by an insurance carrier with an A.M. Best rating of A- or better.

As proof of the insurance required, (Contracting Party) shall cause a certificate of insurance to be issued to the (State Entity) at the inception of this agreement showing the (State Entity) as the certificate holder and upon renewal of any required insurance policy during the entire term of the agreement with the (State Entity).

Any combination of primary and excess insurance may be used to satisfy the limits of coverage for Commercial General Liability and Auto Liability.

**This is NOT AN ORDER**

All returned quotes and related documents must be identified with our request for quote Number.

**Authorized Signature**



# SOLICITATION REQUEST

Request for Quote

Request for Proposal

Request for Bid

**Dispatch via Print**

**Department of Central Services**  
DEPARTMENT OF CENTRAL SERVICES  
2401 N LINCOLN, WILL ROGERS BLDG  
OKLAHOMA CITY OK 73105

<b>Request Quote ID.</b>	<b>Date</b>	<b>Buyer</b>	<b>Page</b>
5800000519	07/22/2009	Keith Hicks	2
<b>Payment Terms</b>	<b>DateTime Quote Open</b>	<b>Closing</b>	
0 Days	07/24/2009 12:38 PM	07/29/2009 02:00 PM	

Requisition Number Reference: From Req ID - 5800001443

**Vendor: NAME**

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Ship To:** DEPARTMENT OF CENTRAL SERVICES  
PROPERTY DISTRIBUTION  
3100 N CRESTON  
OKLAHOMA CITY OK 73111

**Bill To:** DEPARTMENT OF CENTRAL SERVICES  
ACCOUNTING DIVISION  
PO BOX 53488  
OKLAHOMA CITY OK 731123488

**Supplier Responses**

Line	Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost
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Should the (Contracting Party) sub contract any work under this agreement to any other party, each subcontractor shall be subject to all of the insurance requirements of this agreement and shall be required to provide proof thereof.

(Contracting Party) agrees to indemnify and hold harmless the (State Entity) for any and all losses of any kind associated with this contract.

**This is NOT AN ORDER**

All returned quotes and related documents must be identified with our request for quote Number.

**Authorized Signature**

Belair Auto Auction  
 803 Bel Air Road \* Bel Air, MD 21014 Ph(410)879-7950 Fx(410)893-1515

BBRUNGART  
 DFTFRM MACS SALE10

BUYER'S RECEIPT  
 7/21/2009

12:52:17

Page 1

Sale Date: 7/21/2009

7006542 State Of Oklahoma  
 3100 N Creston  
 Okla Homa City

OK

PHONE (405) 425-2700  
 FAX (405) 425-2709

LnRun	Year	Make	Model	Price	Adjust	Buy	Dft	Total	Due
170005	2004	CHEVROLET	MALIBU	6,600	.00	0	0	6,600.00	
Howpd: Unpaid Chk Color: DBL				Miles: 034534	VIN: 1G1ZS52804F200177	TITLE: N			
170009	2005	CHEVROLET	CLASSIC	7,000	.00	0	0	7,000.00	
Howpd: Unpaid Chk Color: LSI				Miles: 027676	VIN: 1G1ND52F85M190146	TITLE: N			
170076	2005	FORD	CROWN VIC PI	6,100	.00	0	0	6,100.00	
Howpd: Unpaid Chk Color: WHITE				Miles: 040511	VIN: 2FAHP71W25X143122	TITLE: N			
170086	2005	CHEVROLET	CLASSIC	6,000	.00	0	0	6,000.00	
Howpd: Unpaid Chk Color: MSI				Miles: 033929	VIN: 1G1ND52F95M197526	TITLE: N			
170099	2006	CHEVROLET	MALIBU LT	7,800	.00	0	0	7,800.00	
Howpd: Unpaid Chk Color: LSI				Miles: 045580	VIN: 1G1ZT53F56F253907	TITLE: N			
170103	2004	CHEVROLET	IMPALA	5,700	.00	0	0	5,700.00	
Howpd: Unpaid Chk Color: MRE				Miles: 051053	VIN: 2G1WF52K149364324	TITLE: N			
170122	2005	CHEVROLET	CLASSIC	5,900	.00	0	0	5,900.00	
Howpd: Unpaid Chk Color: MMR				Miles: 043649	VIN: 1G1ND52F15M191901	TITLE: N			
210209	2004	CHEVROLET	CLASSIC	6,800	.00	0	0	6,800.00	
Howpd: Unpaid Chk Color: LGY				Miles: 035150	VIN: 1G1ND52F94M654348	TITLE: N			
210210	2004	CHEVROLET	CLASSIC	6,000	.00	0	0	6,000.00	
Howpd: Unpaid Chk Color: LBR				Miles: 036715	VIN: 1G1ND52F14M691927	TITLE: N			
210212	2005	FORD	CROWN VIC PI	7,100	.00	0	0	7,100.00	
Howpd: Unpaid Chk Color: LWH				Miles: 040346	VIN: 2FAHP71W95X143070	TITLE: N			
210235	2006	CHEVROLET	IMPALA LS	7,900	.00	0	0	7,900.00	
Howpd: Unpaid Chk Color: MGR				Miles: 042185	VIN: 2G1WB58K869325865	TITLE: N			
210243	2004	CHEVROLET	CLASSIC	5,900	.00	0	0	5,900.00	
Howpd: Unpaid Chk Color: DBL				Miles: 044669	VIN: 1G1ND52F54M656176	TITLE: N			
260279	2006	FORD	CROWN VIC PI	6,100	.00	0	0	6,100.00	
Howpd: Unpaid Chk Color: LWH				Miles: 065151	VIN: 2FAHP71W86X137276	TITLE: N			
260295	2001	DODGE	RAM2500 SLT	4,100	.00	0	0	4,100.00	
Howpd: Unpaid Chk Color: LWH				Miles: 063319	VIN: 3B7KC26Z41M555114	TITLE: N			
260310	2005	FORD	CROWN VIC PI	6,100	.00	0	0	6,100.00	
Howpd: Unpaid Chk Color: LWH				Miles: 050678	VIN: 2FAFP71W75X143088	TITLE: N			

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7006542 State Of Oklahoma  
 3100 N Creston  
 Okla Homa City OK

PHONE (405) 425-2700  
 FAX (405) 425-2709

LnRun	Year	Make	Model	Price	Adjust	Buy	Dft	Total	Due
260353	2005	CHEVROLET	CLASSIC	6,600	.00	0	0	6,600.00	
Howpd: Unpaid Chk Color: DGY				Miles: 041348	VIN: 1G1ND52F85M190017	TITLE: N			
260366	2005	CHEVROLET	CLASSIC	7,000	.00	0	0	7,000.00	
Howpd: Unpaid Chk Color: GOLD				Miles: 026205	VIN: 1G1ND52F55M194607	TITLE: N			
260371	2005	CHEVROLET	CLASSIC	6,200	.00	0	0	6,200.00	
Howpd: Unpaid Chk Color: GOLD				Miles: 045030	VIN: 1G1ND52FX5M193565	TITLE: N			
270379	2004	CHEVROLET	CLASSIC	5,900	.00	0	0	5,900.00	
Howpd: Unpaid Chk Color: DBL				Miles: 023923	VIN: 1G1ND52F34M656046	TITLE: N			
270382	2004	CHEVROLET	CLASSIC	5,600	.00	0	0	5,600.00	
Howpd: Unpaid Chk Color: DBL				Miles: 047823	VIN: 1G1ND52F04M655596	TITLE: N			
270386	2005	CHEVROLET	CLASSIC	5,900	.00	0	0	5,900.00	
Howpd: Unpaid Chk Color: MMR				Miles: 047272	VIN: 1G1ND52F75M185388	TITLE: N			
270392	2005	CHEVROLET	CLASSIC	6,800	.00	0	0	6,800.00	
Howpd: Unpaid Chk Color: MSI				Miles: 034058	VIN: 1G1ND52F75M189778	TITLE: N			
270400	2001	DODGE	RAM3500	7,750	.00	0	0	7,750.00	
Howpd: Unpaid Chk Color: MWH				Miles: 009545	VIN: 3B6MC36581M283554	TITLE: N			
270407	2005	CHEVROLET	CLASSIC	6,500	.00	0	0	6,500.00	
Howpd: Unpaid Chk Color: LWH				Miles: 044215	VIN: 1G1ND52FX5M197048	TITLE: N			
270412	2004	CHEVROLET	IMPALA	6,100	.00	0	0	6,100.00	
Howpd: Unpaid Chk Color: LWH				Miles: 054683	VIN: 2G1WF55K949370917	TITLE: N			
270415	2005	CHEVROLET	CLASSIC	6,750	.00	0	0	6,750.00	
Howpd: Unpaid Chk Color: MWH				Miles: 030203	VIN: 1G1ND52F85M191992	TITLE: N			
270421	2005	CHEVROLET	CLASSIC	5,250	.00	0	0	5,250.00	
Howpd: Unpaid Chk Color: MGY				Miles: 034762	VIN: 1G1ND52F65M192607	TITLE: N			
270422	2004	CHEVROLET	CLASSIC	6,400	.00	0	0	6,400.00	
Howpd: Unpaid Chk Color: DRE				Miles: 015866	VIN: 1G1ND52FX4M653645	TITLE: N			
270428	2005	CHEVROLET	CLASSIC	6,000	.00	0	0	6,000.00	
Howpd: Unpaid Chk Color: GRAY				Miles: 025137	VIN: 1G1ND52FX5M189824	TITLE: N			
270431	2005	FORD	CROWN VIC PI	6,400	.00	0	0	6,400.00	
Howpd: Unpaid Chk Color: LWH				Miles: 042816	VIN: 2FAHP71WX5X143062	TITLE: N			

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Okla Homa City

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LnRun	Year	Make	Model	Price	Adjust	Buy	Dft	Total	Due
270432	2004	CHEVROLET	CLASSIC	6,750	.00	0	0	6,750.00	
Howpd: Unpaid Chk Color: DRE				Miles: 028165	VIN: 1G1ND52F54M673592	TITLE: N			
270437	2004	CHEVROLET	CLASSIC	7,700	.00	0	0	7,700.00	
Howpd: Unpaid Chk Color: DBL				Miles: 009676	VIN: 1G1ND52F34M655852	TITLE: N			
270444	2005	CHEVROLET	CLASSIC	7,000	.00	0	0	7,000.00	
Howpd: Unpaid Chk Color: MGD				Miles: 036585	VIN: 1G1ND52F95M200828	TITLE: N			
270446	2004	CHEVROLET	CLASSIC	6,500	.00	0	0	6,500.00	
Howpd: Unpaid Chk Color: LBR				Miles: 019579	VIN: 1G1ND52F54M691588	TITLE: N			
270455	2004	CHEVROLET	CLASSIC	7,100	.00	0	0	7,100.00	
Howpd: Unpaid Chk Color: LBR				Miles: 022679	VIN: 1G1ND52F84M654597	TITLE: N			
270467	2001	FORD	F350	6,750	.00	0	0	6,750.00	
Howpd: Unpaid Chk Color: DBL				Miles: 024450	VIN: 1FDWF36L41EC72613	TITLE: N			
270475	2005	CHEVROLET	CLASSIC	5,750	.00	0	0	5,750.00	
Howpd: Unpaid Chk Color: LSI				Miles: 030016	VIN: 1G1ND52F55M197572	TITLE: N			
270488	2001	CHEVROLET	1500K SLV	6,500	.00	0	0	6,500.00	
Howpd: Unpaid Chk Color: DGN				Miles: 063637	VIN: 1GCEK19V51E283570	TITLE: N			
270489	2005	CHEVROLET	CLASSIC	7,250	.00	0	0	7,250.00	
Howpd: Unpaid Chk Color: MGY				Miles: 025824	VIN: 1G1ND52FX5M194554	TITLE: N			
270501	2005	CHEVROLET	CLASSIC	6,600	.00	0	0	6,600.00	
Howpd: Unpaid Chk Color: GRAY				Miles: 030245	VIN: 1G1ND52F35M223635	TITLE: N			
270505	2006	CHEVROLET	MALIBU LT	8,400	.00	0	0	8,400.00	
Howpd: Unpaid Chk Color: BLUE				Miles: 044134	VIN: 1G1ZT53F36F218525	TITLE: N			

*Handwritten notes:*  
 279 Malibu's  
 5 Chevy's  
 3 Trucks  
 1 Ford F-350  
 1 Dodge 1 ton  
 1 Chevy 3/4 ton  
 1 Chevy 1 1/2 ton

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LnRun	Year	Make	Model	Price	Adjust	Buy	Dft	Total	Due
Total Vehicles:		41 Totals:		266,550		0		266,550.00	

Total Cash: .00  
 Accounts Receivable in the amount of \$0.00 are now due.  
 A/R amount past due \$0.00 - PLEASE PAY IMMEDIATLY

By signature of this form, the dealer represents that sufficient funds are now and will remain on deposit at said bank to pay above items upon presentation for payment. Until payment, title to said vehicle(s) shall remain in Auction and Dealer shall acquire no right or authority to sell or offer same for sale.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Auction Signature: \_\_\_\_\_

NOTE: Adjust field is adjustments + certification fee + GST (if any)