

**INVITATION TO BID**  
**(PLEASE USE THE ENCLOSED BID SHEETS)**

**NOTICE IS HEREBY GIVEN** that the Board of County Commissioners of Custer County, Oklahoma will receive sealed bids either ***by mail or ground delivery*** up to 4:00 o'clock p.m. on Friday, the 21st day of June, 2019, or ***in person*** up to 9:00 o'clock a.m., the 24th day of June, 2019. Sealed Bids shall be opened in a regular meeting of the Board of County Commissioners on the **24th day of June, 2019 at the hour of 9:15 o'clock a.m.**, in their office in the Courthouse in Arapaho, Oklahoma, for the following:

**Minimum Specifications For  
One or More,  
Used One Ton Dually Pickup(s)  
Custer County, Oklahoma**

Specifications and information are on the file in the Custer County Clerk's Office in Arapaho, Oklahoma and may also be found on Custer County's website: <http://www.custer.okcounties.org>.

All bids must be in a sealed envelope, clearly marked BID, with the BID OPENING DATE.

All bids must be mailed or delivered to:

***(Mailing)***

CUSTER COUNTY CLERK'S OFFICE  
P.O. BOX 300  
ARAPAHO, OKLAHOMA 73620-0300

***(Physical)***

CUSTER COUNTY CLERK'S OFFICE  
675 WEST "B" STREET  
ARAPAHO, OKLAHOMA 73620-0300

Please follow all instructions for submitting bid proposals completely.

/S/ MELISSA GRAHAM, CUSTER COUNTY CLERK  
(SEAL)

**INSTRUCTIONS FOR SUBMITTING BID PROPOSALS**

1. This entire packet (Invitation to Bid, Instructions, Minimum Specifications, Affidavit for Filing with Competitive Bid, and W-9) shall be known as the “Invitation to Bid” form. Fill out the “Invitation to Bid” form *completely*.
2. Identify the outside of the sealed envelope as follows:  
**SEALED BID – Used 1 Ton Dually Pickup**  
**CLOSING (Bid Date)**  
**BID (Opening Time)**
3. Place your company name and return address on the outside of the envelope.
4. File the bid proposal with the Custer County Clerk, either **by mail or ground delivery** up to **4:00 o’clock p.m. on Friday, the 21st day of June, 2019**, or in person up to **9:00 o’clock a.m., the 24th day of June, 2019**, in their office in the Courthouse in Arapaho, Oklahoma. Sealed bids shall be opened in a regular meeting of the Board of County Commissioners on the **24<sup>th</sup> day of June, 2019 at the hour of 9:15 o’clock a.m.**, in the office in the Courthouse in Arapaho, Oklahoma, Room 104, at 675 West “B” Street, Arapaho, Oklahoma.
5. All forms must be filled out completely. Any incomplete forms could result in rejection if the Board of County Commissioners considers such action to be in the best interest of Custer County.
6. The address of the Custer County Clerk is as follows:  

<i>(Mailing)</i>	<i>(Physical)</i>
CUSTER COUNTY CLERK’S OFFICE	CUSTER COUNTY CLERK’S OFFICE
P.O. BOX 300	675 WEST “B” STREET
ARAPAHO, OKLAHOMA 73620-0300	ARAPAHO, OKLAHOMA 73620
7. All bid information shall be typewritten, or legibly written in ink. All corrections shall be initialed by the person signing the form(s).
8. On all bids requiring services or contract labor, proof of liability insurance may be required. Read the bid specifications carefully.
9. FOR PROMPT PAYMENT OF ALL INVOICES, PLEASE NOTE:  
\* Payment for all expenses for Custer County is made twice a month. Approval of said claims is made on the second and fourth Monday of each month. For your claim to be considered for payment, the product(s) or service(s) must be delivered, and the appropriate paperwork on file with the County Clerk’s office no later than five working days prior to the second and fourth Monday of the month.  
\* If the proper invoices and supporting documentation are not received by the cut-off date, payment will be rendered during the following payment issue period.  
\* Please contact Melissa Graham, Custer County Clerk, for a schedule for invoice submission in order to expedite payment processing.
10. If you have any questions regarding the bid specifications, or the bid deadlines, etc., please contact Melissa Graham, Custer County Clerk or Debbie Bright, Purchasing Agent at (580) 323-4420.

**NOTE: ALL BID PROPOSALS WHICH DO NOT CONTAIN THE “INVITATION TO BID” AND THE SIGNED/NOTARIZED “AFFIDAVIT FOR FILING WITH COMPETITIVE BID”, WILL BE INVALID AND REJECTED.**

**MINIMUM SPECIFICATIONS  
ONE OR MORE,  
USED ONE TON DUALY SINGLE CAB PICKUP(S)**

FILL IN ALL SPACES SHOWING SPECIFIC INFORMATION. FAILURE TO COMPLY COULD RESULT IN BID REJECTION. ALL VEHICLES BID MUST MEET OR EXCEED MINIMUM REQUIREMENTS LISTED.

**VENDOR'S PROPOSED: MAKE** \_\_\_\_\_ **MODEL** \_\_\_\_\_

**MINIMUM REQUIREMENTS**

1. Year Model: 2015 or newer
2. Mileage: 150,000 or less,  
Indicate mileage: \_\_\_\_\_
3. Motor: Diesel, Indicate size: \_\_\_\_\_
4. Long wheelbase – 160 inch minimum
5. Cab to Axle – 80 inches
6. Single Cab – Power Windows and Locks – Indicate Cab Package \_\_\_\_\_
7. Four wheel drive – auto locking
8. Heavy-duty flatbed w/receiver hitch
9. Transmission: Automatic
10. Tires: Dually w/minimum of 80% rubber left per tire
11. Paint must be in good condition

**TOTAL PRICE:** \$ \_\_\_\_\_

**THIS UNIT MUST BE COMPLETE, FULLY SERVICED AND READY TO OPERATE WHEN DELIVERED**

**PLEASE PROVIDE ANTICIPATED DELIVERY DATE:**

\_\_\_\_\_

**THE BOARD OF COUNTY COMMISSIONERS RESERVES  
THE RIGHT TO REJECT ANY AND ALL BIDS.**





