



City of Cottonwood, Arizona

NOTICE OF FORMAL SOLICITATION

SOLICITATION TYPE:

COMMODITY/SERVICE SOUGHT:

SOLICITATION NO.:

PROPOSAL DUE DATE AND TIME:

LOCATION:

REQUEST FOR PROPOSALS (RFP)

Gasoline and Diesel Fuel Offsite Refueling Station(s)

2016-AS-02

December 22nd, 2015 at 3:00 p.m. local Arizona time

City of Cottonwood

Administrative Services Department

Purchasing Division

816 N. Main Street

Cottonwood, AZ 86326

The City of Cottonwood, Arizona, is soliciting Request for Proposals (RFP) to enter into an Oil Price Information System (OPIS) PLUS Agreement for Gasoline and Ultra Low Sulfur Diesel (ULSD) Fuel Offsite Refueling Station(s).

There will not be a pre-proposal conference for this solicitation.

Solicitation documents are available by email by contacting the Purchasing Division at (928) 340-2714 or hard copies can be picked up at the City of Cottonwood, Administrative Services Department located at 816 N Main Street, Cottonwood, AZ 86326. Documents can also be obtained through the Public Purchase website at www.publicpurchase.com.

Sealed offers for the commodity or service specified will be received by the Purchasing Division, City of Cottonwood, 816 N. Main Street, Cottonwood, Arizona 86326, until the time and date cited above. Offers received by the correct time and date will be opened publicly and the name of the Proposers shall be read aloud at the Purchasing Division Office.

Offers must be in the actual possession of the Purchasing Division Office and stamped by a member of the Administrative Services staff on or prior to the exact time and date indicated above. Late submittals or unsigned submittals will not be considered under any circumstances.

Offers must be submitted in a sealed envelope with the Solicitation Number and the Offeror's name and address clearly indicated on the envelope. All offers must be completed in ink or typewritten. Additional instructions for preparing your offer are provided in the Information and Instructions to Offerors.

A portion of the funding for this contract will be from CFDA 20.509 Formula Grants for Non-Urbanized Areas, award number GRT-14-0004675-T 2014 from the Federal Transit Administration and Arizona department of Transportation.

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PUBLISHERS AFFIDAVIT REQUIRED