

# **NEIGHBORS IN NEED OF SERVICES, INC. (NINOS) HEADSTART PROGRAM**



**Bid Packet for  
John Deere 4052R  
Compact Utility Tractor**

**21-RFP-001**

**Neighbors In Need of Services, Inc. Head Start/Early Head Start  
Invitation to Bid**

**Bid Number# 21-RFP-001**

**Bid Title: John Deere 4052R Compact Utility tractor**

**Date Due: February 3, 2021**

NINOS Inc. Head Start / Early Head Start Program is a private non-profit organization. NINOS Inc. Head Start / Early Head Start Programs provide services to low income families for children from birth to five years of age. The agency is funded to serve 1,848 Head Start children throughout Cameron and Willacy Counties.

The agency is currently seeking bids for its Transportation Content Area for the following:  
**John Deere 4052R Compact Utility tractor (See Exhibit "A" for Specifications)**

**CLOSING SUBMISSION DATE & PUBLIC OPENING**

Please submit the following information in a sealed envelope by February 03, 2021 by 4:00 pm. Bid opening will be held virtually on February 04, 2021 at 9:00 am at NINOS Administration office located at 22887 State Highway 345 Rio Hondo, TX 78583.

**INQUIRIES**

For further information please call Ruben Garcia, Procurement Officer at (956) 399-9944 or email [ruben.garcia@ninosinc.org](mailto:ruben.garcia@ninosinc.org)

**NON-DISCRIMINATION & EQUAL OPPORTUNITY**

No person shall on the grounds of race, color, religion, sex, national origin, age, handicap, political affiliation or belief be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment in the administration of or in connection with any program or activity funded in whole or in part with funds made available under this contract.

### **NON-RESPONSIVE PROPOSALS**

Proposals may be judged non-responsive and removed from further consideration if any of the following occur:

1. The proposal is not received timely in accordance with the terms of this proposal.
2. The proposal does not follow the specified format.
3. The proposal does not include documentation of accompanying credentials.
4. Bid not sealed.
5. Bid not returned to Administrative Office, Attn: Tracy Torres

### **REVIEW PROCESS**

NINOS Inc. reserves the right to waive any informalities or to reject any or all proposals submitted and contemplates award of the contract to the responsible offer or with the most advantageous bid.

No bidder may withdraw his bid within 30 days after the actual date of the opening thereof.

**NEIGHBORS IN NEED OF SERVICES, INC. HEAD START / EARLY HEAD START  
INSTRUCTIONS**

Carefully read all instructions, requirements and specifications. Fill out all forms properly and completely. Prior to returning your sealed bid response / submittal, all Addendums - if issued - should be reviewed and downloaded by entering the NINOS, Inc. web site at [www.ninosinc.org](http://www.ninosinc.org).

Please return bid in sealed envelope. Be sure that return envelope shows the Bid Number, Description and is marked "SEALED BID".

**RETURN BID TO:**

Delivered to the administration office via delivery service:

Attn: Tracy Torres  
22887 State HWY 345  
Rio Hondo, Texas 78583

Mailed to:

Attn: Tracy Torres  
P.O. BOX 189  
Rio Hondo, TX 78583

**You must sign below in ink failure to sign will disqualify the offer. All prices must be typewritten or written in ink.**

Company Name: \_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax No: \_\_\_\_\_ E-mail: \_\_\_\_\_

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

(Your signature attests to your offer to provide the goods and/or services in this bid according to the published provision of this bid.)

**Exhibit "A"**  
**TECHNICAL SPECIFICATIONS & BID SUBMITTAL SHEET**

**NINOS, INC. HEAD START/EARLY START PROGRAM**  
**John Deere 4052R Compact Utility tractor (40 PTO hp)**

Vendor must deliver vehicle(s) to customer and send a representative to demonstrate and ensure that all equipment requested is included

<b><u>CODE</u></b>	<b><u>DESCRIPTION</u></b>
<b>0202</b>	<b>United States</b>
<b>0409</b>	<b>English operator's Manual and Decal Kit</b>
<b>1520</b>	<b>eHydro TM</b>
<b>1701</b>	<b>Factory Installed Loader with Bucket</b>
<b>2050</b>	<b>Cab with Standard Seat</b>
<b>2650</b>	<b>Less Radio</b>
<b>4060</b>	<b>iMatch TM Quick Hitch Category 1</b>
<b>5090</b>	<b>Less Wheel Spacer</b>
<b>5221</b>	<b>13.3-28 (4PR, R1 Bar, 5 Position)</b>
<b>6221</b>	<b>8-16 (6PR, R1 Bar, 2 Position)</b>

Company Name \_\_\_\_\_

Agent Signature \_\_\_\_\_

Bid Amount per Bus \_\_\_\_\_

Total Amount \_\_\_\_\_

## **Attachment "A"**

1. Equal Employment Opportunity-All contracts shall contain a provision requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
2. Debarment and Suspension (E.O.s 12549 and 12689) No contract shall be made to parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Non procurement Programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension." This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and contractor declared ineligible under statutory or regulatory authority other than E.O. 12549. Contractors with awards that exceed the small purchase threshold shall provide the required certification regarding its exclusion status and that of it's principal employees.