



CITY OF DETROIT

OFFICE OF CONTRACTING & PROCUREMENT

RFQQ

Detroit Supply Schedule # 6 Light Duty Vehicle Purchase/Lease and Ancillary Svc.

RFP NO. 184014,1

QUESTION DEADLINE: (11/1/23 12:00 PM)

PRE-PROPOSAL CONFERENCE: (10/23/23 1:00 PM)

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 294 720 849 904
Passcode: zPxXKX
[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 469-998-6602,,872673006#](#) United States, Dallas

Phone Conference ID: 872 673 006#
[Find a local number](#) | [Reset PIN](#)

PROPOSAL DUE DATE: (11/30/28 4:00 PM)

*Bids must be uploaded into the Supplier Portal on or prior to the exact date and time indicated above. Late or emailed bids will not be accepted.

Respondents must enroll in the Supplier Portal to download the bid documents and to ensure inclusion in our database www.detroitmi.gov/supplier. Instructions may be found on the City of Detroit website which includes tutorials on how to register. If you have any questions, please send an email to procurementinthecloud@detroitmi.gov or call (313) 224-4600.

The individual listed below is the bid contact.

Company **City of Detroit**
 Buyer **VALERIE MASSEY**
 Location **2 WOODWARD AVENUE**
STE 1100
DETROIT, MI 48226
UNITED STATES

Phone
 Fax
 E-mail **valmas@detroitmi.gov**

When submitting your response, include the following information.

Your Company Name	
Company Site <i>(Optional)</i>	
Address	
Contact Details	
Response Valid Until <i>(Optional)</i>	

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1 Overview

1.1 General Information

Title **Detroit Supply Schedule # 6 Light Duty Vehicle Purchase/Lease and Ancillary Svc.**
 Synopsis **Request for Qualifications to provide Light Duty Vehicle Purchases, Leases and/or Ancillary Services will be received electronically by the City of Detroit, Office of Contracting and Procurement Department, through the Oracle Supplier Portal system on or before 4:00 p.m. (Eastern Daylight Time), November 8, 2023.**

Amendment Date **10/20/23 10:42 AM**
 Amendment Description **To update the title to include Detroit Supply Schedule #6**
 Buyer **VALERIE MASSEY**
 E-Mail **valmas@detroitmi.gov**

Introduction

The City of Detroit Office of Contracting and Procurement (OCP) requests written statements of qualifications from firms to provide light duty vehicle purchases, leases and/or ancillary services associated with the fleet replacement program.

The term of the contract will be for five (5) years. The City anticipates multiple awards as a result of this Request for Qualifications (RFQQ).

Receipt of applications will end 90 days prior to the expiration date of **November 30, 2028**. However, we encourage suppliers to respond immediately.

1.2 Schedule

Preview Date Open Date **10/20/23 10:42 AM**
 Close Date **11/30/28 4:00 PM**
 Time Zone **Eastern Standard Time**

1.3 Negotiation Controls

Response Visibility **Blind**

1.4 Response Rules

This negotiation is governed by all the rules displayed below.

	Rule
<input checked="" type="checkbox"/>	Suppliers are allowed to revise their submitted response

1.5 Terms

Payment Terms **Net 30** Freight Terms **Account of Seller**
 Shipping Method **Lowest Cost Carrier** FOB **Delivered**
 Negotiation Currency **USD (US Dollar)**
Price Precision **2**

1.6 Attachments

File Name or URL	Type	Description
RFQQ FY24 - GENERAL UPFITTING	File	
RFQQ FY24 - Public Safety Upfi	File	
RFQQ FY24 - Light Duty Technic	File	

File Name or URL	Type	Description
Attachment D - Forms Affidavit	File	
Attachment B - Respondent Intr	File	
Attachment A - Respondent Ques	File	
RFQQ #184014 - Detroit Supply	File	

2 Requirements

**Response is required*

2.1 Section 1. Proposer's Attachments and Affidavits

- *1. Complete the attached Affidavit of Disclosure of Interests and upload to your response.

Attachments:

File Name or URL	Type	Description
Affidavit of Disclosure of Int	File	

Select one of the following:

- a. Yes (*Response attachments are required*)
 b. No (*Response attachments are optional*)

Comments:

- *2. Complete the attached Non-Collusion Affidavit and upload to your response.

Attachments:

File Name or URL	Type	Description
Non-Collusion Affidavit 4.4.20	File	

Select one of the following:

- a. Yes (*Response attachments are required*)
 b. No (*Response attachments are optional*)

Comments:

- *3. Bidder has read and complies with all provisions stated in the INSTRUCTIONS TO BIDDERS. Please check Yes or No.

Select one of the following:

- a. Yes
 b. No

Comments:

- *4. Below document is necessary for you to upload along with the proposal:

Reference Form

Attachments:

File Name or URL	Type	Description
Reference Form.doc	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)
 b. Not Uploaded (*Response attachments are optional*)

Comments:

*5. Please use the below URL to complete the Income Tax and Account Receivables Clearance process:

<http://bit.ly/detroitclearances>

Select one of the following:

- a. Completed
- b. Not Completed

Comments:

*6. Will you be utilizing any Sub-Contractors?

Select one of the following:

- a. Yes (upload all required documents) *(Response attachments are optional)*
- b. No *(Response attachments are optional)*

Comments:

3 Lines

Instructions

Request for Quotes will only be requested of the successful Respondents.