

# **Finger Lakes Community Action**

February 1, 2024

Dear Sir / Madam:

The Finger Lakes Community Action (BIL Weatherization) program is requesting bid pricing on a 2023/2024 NEW Commercial Box Truck for purchase.

\* Must have the following options: Commercial Box Truck, 14' Minimum Box Length, automatic transmission, gas engine, DOT required mirrors and warning devices for a vehicle of this size, garage door style rear cargo entry door, ramped preferred, no pre-determined color but white is preferred, all other options should be stock and extras above and beyond that come with dealer inventory models are not subject in consideration of bid pricing on vehicle cost(s). Standard warranty options.

Actual item purchase is yet to be determined based on cost and option availability. No special color requirements, standard or current inventory-based options, standard warranty options.

The Bid shall be based on the following:

- The Bid shall be received in writing and sealed in the office by close of business on February 16<sup>th</sup>, 2024. Please attach Warranty and Vehicle specification documentation for the Item(s) you are bidding.
- The Bid item(s) shall be based on the general specifications as attached with this bid package.
- Once the Bid is reviewed, the item(s) will be ordered after final approval from the supervising body.
- Purchases will be based on the lowest price(s) and the availability of the item(s).
- The Finger Lakes Community Action (BIL Weatherization) program reserves the right to reject any and all suppliers as dictated in the 2023 NYSDHCR Policies and Procedures manual.
- Please sign the Non-Collusive Statement and return with the Bid Value Sheet.

If you are NOT interested in participating in this bid, please provide a written statement to the fact on company letterhead and attach to the Value Sheet and Non-Collusive Bidding form and return to Finger Lakes Community Action – Housing Efficiency Program at, 51 Broad Street, Lyons NY 14489.

If you have any questions, please call our office between 7:00 am and 3:00 pm, M-Th at 315-333-4155 ext. 3112.

Cordially,

Finger Lakes Community Action - Housing Efficiency Program Area

Enclosures: (1) Bid Value Sheet  
(1) Non-Collusive Statement