

Shepherd Public Schools
Proposal Form
Gas/Diesel Bid Specifications

1. Shepherd Public Schools, during the 2019/2020 school year, will use approximately the following number of gallons of fuel:

87 Octane Unleaded Gasoline	14,000
Premium Diesel Fuel	43,000

2. Deliveries are to be made at the bus garage at 318 N. First Street, Shepherd on a weekly basis.
3. Deliveries are to be timed with the cooperation of the Transportation Supervisor so that there is no interference with the morning, noon, or afternoon bus runs.
4. We reserve the right to terminate the agreement if satisfactory service is not performed.
5. Payment will be made monthly.
6. Unleaded gasoline is to be 87 octane.
7. The diesel fuel is to be premium diesel fuel and is not to be a #2 furnace fuel with additives.
- 8. The pumps and tanks are owned by the District and therefore the successful bidder does not need to provide any equipment.**
9. All bidders are to use a June 1, 2019 rack date and include a copy of same with bid.
10. The Shepherd Public Schools Central Office will receive sealed bids until 10:00 a.m., Wednesday, June 05, 2019, at which time and place all bids will be opened.
11. Proposals must be submitted on forms furnished by Shepherd Public Schools and shall be enclosed in a sealed envelope clearly marked "Fuel Bids".
12. Bids are to be addressed to the attention of the Shepherd Public Schools, 258 W. Wright Avenue, P.O. Box 219, Shepherd, MI 48883.
- An Alternative to the above is to FAX the proposal to (989)828-5679 on or before 10:00 a.m., Wednesday, June 05, 2019.
13. The Board of Education of the Shepherd Public Schools reserves the right to reject any and/or all bids, in whole or in part, and to waive any defects in the bids or bidding in the best interest of Shepherd Public Schools.
14. Any questions should be directed to Julie Freeze, Director of Business & Finance at (989)828-5520 or jfreeze@shepherdschools.net.

Shepherd Pubic Schools
Bid Form – Gas/Diesel

Proposal For:

87 Octane Unleaded Gas

Rack Date: _____

Rack Location: _____

Rack Price Per Gallon: _____

Mark Up: _____

Total Delivered Price Per Gallon: _____

Premium Diesel Fuel

Rack Date: _____

Rack Location: _____

Rack Price Per Gallon: _____

Mark Up: _____

Total Delivered Price Per Gallon: _____

Company Name: _____

Official Address: _____

Authorized Signature: _____

Title: _____ Date: _____

Note: Shepherd Public Schools is fully aware that this quotation is not a firm annual bid and the price will vary depending on market conditions.