



## Town of Derry, New Hampshire

### REQUEST FOR PROPOSALS

(#B20-136)

April 8, 2020

### #2 Oil Heating Deliveries

The Town of Derry is accepting proposals for #2 heating oil deliveries at the following locations:

| #2 Heating Oil                |                    | Annual usage/tank size          |
|-------------------------------|--------------------|---------------------------------|
| * Adams Memorial Bldg         | 29 West Broadway   | 4,500 gal/ 2-275 gal tanks      |
| * Veterans Hall               | 31 West Broadway   | 2,400 gal/2-275 gal tanks       |
| Marion Gerrish Community Ctr. | 39 West Broadway   | 3,000 gal/2-275 gal tanks       |
| Wastewater Treatment Plant    | 50 Transfer Lane   | 2,800 gal/2-500 gal tanks       |
| Taylor Library                | 49 East Derry Rd   | 700 gal/1-275 gal tank          |
| Gallien Beach Lodge           | 39 Pond Rd         | 1,000 gal/1-275 gal tank        |
| Alexander Carr Lodge          | 28 Pierce Ave      | 1,000 gal/1-275 gal tank        |
| * Hampstead Rd Fire Station   | 74 Hampstead Rd    | 3,200 gal/2-275 gal tanks       |
| English Range Rd Fire Station | 1 English Range Rd | <u>1,600</u> gal/1-275 gal tank |
|                               |                    | 20,200 gallons = Base Bid       |

\* Weekly deliveries during the winter season.

**The vendor shall insure that all tanks will not drop to below 3/8 full at any time while under agreement. All deliveries shall replenish the tanks to a minimum level of 3/4 full.**

All facilities are to be scheduled for automatic deliveries for the duration of the contract. Please submit a bid for the per gallon cost for the period of September 1, 2020 to June 30, 2021. The Town seeks to use all of the base bid allocation at any of the facilities listed within the contract timeframe. Vendor shall inform the Town when the yearly allocation has been expended and pricing reverts to market pricing.

The Town of Derry will consider a fixed price bid only. **The Town of Derry reserves the right to reject any and all bids deemed to be in the best interest of the Town. Further, the Town may consider factors including performance of past contracts in awarding this contract.**

The Town of Derry will sign a contract within 72 hours of the posted submission date.

Please forward sealed proposals clearly labeled "#2 Oil Heating Deliveries" by April 17, 2020 by 4:00 pm to:

Director of Public Works  
14 Manning Street  
Derry, New Hampshire 03038  
Phone (603) 432-6144



**Town of Derry, New Hampshire**

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(B20-136)

April 8, 2020

**#2 Oil Heating Deliveries**

**Bid Submit Form**

Fixed Price

Base Bid – 20,200 gallons \_\_\_\_\_

\_\_\_\_\_  
Authorized signature & title of Bidder

\_\_\_\_\_  
Print or type name & title of Bidder

\_\_\_\_\_  
Company Name (Corporation/general partnership organized & existing under the laws of the State of \_\_\_\_)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Email Address

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_