

HEBER-OVERGAARD UNIFIED SCHOOL DISTRICT #6

Heber-Overgaard Unified School District is requesting bids for FY2425 School Year:

PROPANE GAS (per gallon fixed price) Service (hourly rate)

Bids submitted are F.O.B. District Administration Office, Heber, Arizona.

Additional specifications if needed, contact the District Office:

District Office
PO Box 547
3375 Buckskin Canyon Road
Heber, Arizona
Phone: 928-535-4622 ext. 5003.

Each bid must be submitted on the bid form, and in accordance with specifications.

Bid Due: Tuesday, May 21, 2024 at 2:00 p.m. MST – Bids received after specified date and time will not be considered. If other arrangements need to be made please contact Andrea Despain – 928-535-4622. All bids must be received in a sealed envelope with Propane Bill FY2425 listed on the front of the envelopment.

Each bid must clearly state the item bid and the bid date and time. Bid will be awarded to the lowest bidder. All information and bids submitted by bidders will be made available for public inspection following the award of the contract.

Dated this: April 22, 2024

Andrea Despain
Business Manager

TANK LOCATIONS:

Capps – (6) 1000 gallons
HS Gym (3) 1000 gallons
Multi Purpose Bldg (1) 1000
Voed Bldg (1) 1000 gallon
Maint shop (1) 500 gallon
Transportation (1) 500 gallon
Mountain Meadows (1) 250 gallon

PROPANE GAS AND SERVICE BID FORM

Heber-Overgaard Unified School District No. 6 of Navajo County, Arizona is seeking bids for the provision of propane gas to District locations, and for propane service. The district currently owns all the propane tanks. The successful bidder will be required to fill tanks, and provide repair service to tanks only if requested by the district. The district requires that tanks will be filled if they reach 40 percent unless directed by the district not to fill the tank. Prices submitted will be fixed rate for a period of one year from July 1, 2024 – June 30, 2025.

Prices quoted shall include all handling, travel, taxes, charges and expenses for the propane and below listed services. The District’s annual consumption for the past five years has ranged from approximately 41,000 gallons per year.

The successful bidder will be required to comply with all applicable local, state and federal laws, rules and regulations pertinent to the provision of propane gas and services; and with all applicable immigration, employment, nondiscrimination and conflict of interest laws.

FORM OF CONTRACT

The form of contract for this purchase shall be this Request for Bid and the successful lowest bidder submittal. If a business submitting an offer requires that an additional contract be signed by the District, a copy of the proposed contract must be included with the bid.

PROPOSAL:

Fixed cost per gallon of propane gas: _____ x _____ = _____
Per gallon tax total price

Price per gallon including tax for propane use over 41,000: _____

Repair Cost per hour: _____

Estimated Cost for new customer pressure test (per tank): _____ Required: Yes or No

Estimated Cost for Yearly Pressure/Leak Test (per tank): _____ Required: Yes or No

Contract period: July 1, 2024– June 30, 2025 (1 year contract)

Bid due date: May 21, 2024 Bid due time: 2:00 p.m.

Submit Bids to: District Office - 3375 Buckskin Canyon Rd, POB 547, Heber, AZ 85928

Respectfully submitted by:

Company Name: _____

By Name and Title: _____

Company Address: _____

Telephone Number: _____

Fax: _____