

**TO Prospective Suppliers**

**FROM Kip Smalligan, Sr. Strategic Sourcing Specialist, Procurement Services
 Grand Valley State University**

 **Ph 616/331-3211 Fax 616/331-3287 smalligk@gvsu.edu**

**DATE April 21, 2023**

**RE Request for Proposal #223-33**

**Water Ski & Wakeboard Club Motorboat**

Grand Valley State University is accepting competitive proposals for the purchase of a new or used motorboat for its Recreation and Wellness Water Ski & Wakeboard Club. Proposals are to be submitted to Kip Smalligan by email at smalligk@gvsu.edu no later than noon **12:00 pm ET on Tuesday May 2, 2023.** Your proposal must be received by the opening date and time stated. No fax, telephone, or verbal quotations will be accepted. Please state **RFP #223-33** in the subject line of your email. GVSU is not responsible for late, lost, misdirected, incomplete, or illegible mail.

Check that:

1 Any addenda received are acknowledged

2. Authorized signature is included on your bid

Please contact me if you have any questions at 616/331-3211 or e-mail smalligk@gvsu.edu.

**Instructions**

1. Grand Valley State University is accepting competitive proposals for the purchase of a new or used motorboat for its Recreation and Wellness Water Ski & Wakeboard Club. Proposals are to be submitted to Kip Smalligan by email at **smalligk@gvsu.edu no later than noon 12:00 pm ET on Tuesday May 2, 2023**. Your proposal must be received by the opening date and time stated. No fax, telephone, or verbal quotations will be accepted. Please state RFP #223-33 in the subject line of your email. GVSU is not responsible for late, lost, misdirected, incomplete, or illegible mail.

Check that:

Any addenda received are acknowledged

Authorized signature is included on your bid

1. Provide a proposal for the saleof one new and/or used motorboat per the below specifications. Include any rebates and incentives.
2. State all the standard and optional specifications/features that are included in your quote.

Successful supplier will be responsible for order verification and specifications accuracy.

1. Provide full information on the manufacturer's and major equipment warranties.
2. State ALL upfront costs including any deposit.
3. Grand Valley State University is Michigan sales tax exempt and is exempt in some other states. Exemption certificate will be provided to the awarded supplier if applicable.
4. Grand Valley State University reserves the right to accept or reject any or all proposals.
RFP award will be made by purchase order.
5. Contact Kip Smalligan at 616/331-3211 or smalligk@gvsu.edu with any questions.

**Specifications:**

For both new and used:

**Make/Model**: Mastercraft Prostar with motor.

**Year**: Any year that meets the other specifications is acceptable

**GPS Control System**: “Zero Off” system is preferred. Will settle for “Perfect Pass” if the deal is right

**Used Hours**: Under 600 hours

Preferred availability is the end of May 2023.

GVSU will pick up the boat from the supplier.

**GVSU currently has a used motorboat that it would like to get quotes for trade-in value.**

To see the boat, contact Kincaid Devenport at devenpok@mail.gvsu.edu

Make/Model: 2005 Malibu Response

GPS System: “Perfect Pass”

Hours: 830 Hours

Engine: Chevrolet 5.7 liter

The boat is in great mechanical condition along with good cosmetic condition with only minor cosmetic Defects, and the trailer is in excellent shape. Both the boat and the trailer have been serviced seasonally by Action Watersports.

When starting the boat there is a minor issue with the ECU that causes the RPMS to fluctuate strangely at idle, if and when this happens the problem can be fixed by turning the engine off and on. All of the internals of the engine are in excellent shape this issue is simply an annoyance.

Recently Replaced:

▪ Distributor Cap and Wires

▪ Battery

▪ Serpentine Belt

▪ Impeller

 Photos are attached.



**PROPOSAL FORM**

 **WATER SKI & WAKEBOARD CLUB MOTORBOAT • RFP #223-33**

1. The undersigned certifies that to the best of his/her knowledge:

 There is no officer or employee of Grand Valley State University who has, or whose relative has a substantial interest in any contract award subsequent to this proposal.

 The names of any and all public officers or employees of Grand Valley State University who have, or whose relative has, a substantial interest in any contract award subsequent to this proposal are identified by name as part of this submittal.

 Name(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. The undersigned further certifies that their company \_\_\_\_ IS or \_\_\_\_IS NOT currently debarred, suspended or proposed for debarment by any federal entity. The undersigned agrees to notify the University of any change in this status, should one occur, until such time as an award has been made under this procurement action.
2. Bidder declares the following legal status in submitting this proposal:

 A partnership

 A corporation organized and existing under the laws of the State of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 An individual doing business as (DBA) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. (Optional) Bidder declares that company is at least 51% owned, controlled and actively managed by

 (check all that apply):

 African-American Native American Woman/Women

 Asian American Multi-Racial ADA Disabled Person(s)

 Hispanic American

1. Bidder acknowledges receipt of the following addenda:

 Addendum No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Addendum No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. BASE PROPOSAL SUM: \_\_\_Attach Proposal\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_dollars

 ($\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

1. The undersigned proposes to furnish all labor, materials, equipment, tools and services required to complete the work in accordance with the proposed Contract Documents listed herein, including all addenda issued pertaining to same, for the sum or sums as stated, and agrees that these Documents will constitute the Contract if accepted by Grand Valley State University.

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Company Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address City/State/Zip Code

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Office Phone No. Cellular Phone No. Fax No.

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 Authorized Agent Signature Name & Title

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Witness Signature Name

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 Tax Identification No. Date

VIII. ACCEPTANCE: This proposal is accepted by Grand Valley State University

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 Authorized Agent Signature Name & Title

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 Witness Signature Name

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 Office Phone No. Cellular Phone No. Fax No.

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 GVSU Tax Identification No. Date