

**CITY OF SCHERTZ  
REQUEST FOR PROPOSAL  
AMBULANCE PURCHASE  
PROPOSAL #12-EMS-26-V-02**

The City of Schertz is accepting sealed proposal for the purchase of Ambulances.

Sealed Proposal, one (1) original and four (4) copies, and one (1) CD, must be received by the **Purchasing & Asset Management Department located at 10 Commercial Place, Bldg. 1, Schertz, TX 78154 by 10:00 A.M. (CDT) on July 12, 2012** via hand delivery. \*\*No fax or E-mail bids will be accepted. Sealed proposals will be opened and read aloud at this time in the City of Schertz Purchasing & Asset Management Conference Room. Sealed Proposals must be clearly marked on the exterior envelope as **“AMBULANCE PURCHASE #12-EMS-26-V-02”**. Bids submitted after this deadline will not be accepted.

Respondents receiving a **“REQUEST FOR PROPOSAL”**, notice in the mail or reading the announcement in the newspaper are advised that the RFP documents can be downloaded from the City of Schertz web page address [www.schertz.com](http://www.schertz.com), Purchasing, Open Bids. The Proposal may also be obtained by contacting Purchasing and Asset Management, 10 Commercial Place, Bldg. 1, Schertz, TX 78154 or by calling the Department at **(210) 619-1160**.

Questions in reference to this proposal must be directed to Rita Duprat Waldo, Purchasing & Asset Management Director and Dudley Wait, EMS Director; City of Schertz by email, [Purchasing@schertz.com](mailto:Purchasing@schertz.com), [dwait@schertz.com](mailto:dwait@schertz.com); fax: 210-619-1169 or mail. Questions must be received no later than July 5, 2012.

The City of Schertz reserves the right to reject any and/or all bids and to select the proposal bid deemed in the best interest of the City of Schertz from among those received. Price will not be the only decision factor of this process. Meeting bid specifications, quality of processes, features and warranties will be some of the factors taken into consideration as well as the bid price. RFP's may be held for up to 120 days without taking action. Respondents are required to hold their proposal firm for the same period of time.

This proposal is for two ambulances. The City of Schertz is requesting a bid price on a Type III ambulance built on a Sprinter 3500 chassis and a bid price on a Type III Chevy G3500 chassis. Both purchased ambulances will be on the same chassis, but pricing is requested to help determine chassis and ambulance choice.

**Hand-deliver Bids:** Purchasing & Asset Management Department, 10 Commercial Place, Bldg # 1, Schertz, TX 78154

**If using Land Courier (i.e., FedEx, UPS):** Purchasing & Asset Management Department, 10 Commercial Place, Bldg. #1, Schertz, Texas 78154.

**LABELING INSTRUCTIONS:** Envelopes must be clearly marked:

**“PROPOSAL #12-EMS-26-V-02  
AMBULANCE PURCHASE”**