



CITY OF EMPORIA

City of Emporia Invitation to Bid on Petroleum Products

Date: June 7, 2016

Issued By: Mr. Brian Thrower, City Manager
City of Emporia
201 South Main Street
Emporia, Virginia 23847
(434) 634-3332

The City of Emporia will accept sealed bids for the purchase of petroleum products. For estimate purposes, it is anticipated that the following quantities for each product will be required during fiscal year, July 1, 2016– June 30, 2017. *These are estimates only.*

Gasoline/Fleet Card System

87 Octane	Regular Unleaded	10,000 Gallons
89 Octane	Mid-Grade	50,000 Gallons
93 Octane	Super Unleaded	5,000 Gallons

L. P. Gas

Quantity Estimate –15,000 Gallons

Note: L.P. gas delivery sites are as follows: Municipal Building at 201 South Main Street and City Shop at 1921 Sunnyside Road.

Fuel Oil (Diesel)/Fleet Card System

Road Use	(Low Sulfur Fuel Oil)	24,000 Gallons
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Note: Diesel fuel supplier (Fleet Card System) must be able to provide fuel for city equipment (backhoes, street sweeper, tractors, etc). No further than ½ miles from where the equipment is based, rear of Police Department.

Motor Oil (Bulk)

SAE 5W30 Synthetic Blend Motor Oil	200 Gallons
Dexron-III/Mercon Auto Transmission Fluid	250 Gallons
Premium Antiwear Hydraulic Oil	600 Gallons
15W40 Synthetic Blend for Diesel Engines	500 Gallons

Note: Bulk oil supplier to furnish and install bulk 275 gallons storage tanks, piping, hose reel dispenser unit for each petroleum product (4 each).

Bidders must submit bid to the City of Emporia City Manager Office, 201 South Main Street, Emporia, Virginia 23847, in a sealed envelope clearly marked on the outside as "*Petroleum Products Bid*". The City will accept sealed bids at the above address until 4:00 P.M., Monday, June 27, 2016. The City shall not accept any bid proposals after this date/time for any reason. If you hand delivers your proposal, please use the street address above. If you mail your proposal, use the following address:

City Manager's Office
P. O. Box 511
Emporia, VA 23847

You must return this page with your bid with the following information:

Name and Address of Bidder:

Date: _____

By: _____

Printed Name: _____

Telephone #: _____

Title: _____

Email Address: _____

Potential bidders may ask questions about this bid proposal by calling or writing the Department of Community Services, 1921 Sunnyside Road, Emporia, Virginia 23847. Telephone: (434) 634-4500 (Linwood Pope).

The City of Emporia reserves the right to accept or reject any and or all bids and to accept other than the lowest bid if deemed in the best interest of the City.