

**BID SPECIFICATION SHEET FOR FB20-050**

**Athletic Charter Bus Trips**

**Scope:** MWSU is seeking bids for transportation of four (4) athletic trips. All trips require one bus only. Destination cities are listed with trip. Itinerary for each trip will be sent a week before the trip with complete details.

**Bus requirements:**

* 50 - 55 passenger buses
* Driver must have a strong safety performance
* Insurance must be provided in an aggregate amount of at least $5 million for any one accident or individual loss
* **Proof of insurance MUST accompany your bid as well as vendor’s W-9**

**BID SUBMISSION REQUIREMENTS:**

Sealed bids must be submitted no later than October 9, 2019 2:00 p.m. Central Time to:

Missouri Western State University

Purchasing, Popplewell Hall 221

4525 Downs Drive

St. Joseph, MO 64507

**Electronic or faxed bids will not be accepted.** Missouri Western reserves the right to accept or reject any or all bids. Responses must be signed and sealed in mailing envelopes with the Respondent’s name and address clearly written on the outside. The Formal Bid Number **(FB20-050)** shall also be clearly marked on the outside of the envelope or package. Proposals may not be accepted if the FB number is not on the outside of the envelope.

MWSU reserves the right to award to the bidder whose bid complies with all mandatory specifications and requirements and is the lowest and best bid for supplies. Each trip will be evaluated and awarded to the lowest bidder.

Return the pricing sheet with your bid. Include any addendum(s) with your initials.

Any questions regarding this bid must be referred directly to the Kelly Sloan, Purchasing Manager, purchase@missouriwestern.edu in the Purchasing Department 816-271-4465.



**BID PRICING SHEET FOR FB20-050**

 **Athletic Charter Bus Trips**

TRIP # DEPART RETURN DESTINATION BID PRICE

 #1 (Overnight) 11/1/2019 11/2/2019 Joplin, MO

Volleyball 11:30 AM 11:30 PM $ \_\_\_\_\_\_\_\_\_\_\_

 1 Bus

TRIP # DEPART RETURN DESTINATION BID PRICE

 #2 (Overnight) 12/5/2019 12/7/2019 Warrensburg/Jeff City

Basketball 2:15 PM 6:30 PM $ \_\_\_\_\_\_\_\_\_\_\_

 1 Bus

TRIP # DEPART RETURN DESTINATION BID PRICE

#3 (Overnight) 12/17/2019 12/18/2019 Springfield, IL

Basketball 1:30 PM 10:00 PM $ \_\_\_\_\_\_\_\_\_\_\_

 1 Bus

TRIP # DEPART RETURN DESTINATION BID PRICE

#4 (Overnight) 1/29/2020 2/1/2020 Edmond, OK/Wichita, KS

Basketball 1:30 PM 6:00 PM $ \_\_\_\_\_\_\_\_\_\_\_

 1 Bus

Bid Price should encompass the cost of drivers and all inclusive expenses.

Vendor Authorized Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Return this pricing sheet with your bid. Include any addendum(s) with your initials.

Missouri Western reserves the right to accept or reject any or all items of this bid.