

ALLEGHANY COUNTY, NC
REQUEST FOR BIDS
KEROSENE PURCHASES

Alleghany County, North Carolina is requesting bids to provide kerosene County operations and programs on an annual basis. The following details each County operation / program and the type of service that is required by each County operation / program.

Department of Social Services (DSS) – Crisis Fuel Assistance Program

This program supplies heating fuel oil and kerosene in emergency situations to individuals in the County who cannot afford the fuel purchase. Individuals who need this assistance must apply at DSS. Once it is determined that these individuals qualify for the assistance, DSS employees will directly order the fuel from the successful bidder. The maximum amount supplied to any individual home annually will not exceed \$600. This fuel is supplied on an as-needed basis. Since this oil / kerosene must be supplied in emergency situations, same day or next day response will be required. The successful bidder must demonstrate the capacity to deliver this service. Alleghany County's present and past experience with vendors' delivery of this service will be taken into consideration when awarding the contract. If it is determined that the lowest bidder is unable to provide this service, the contract may be awarded to the vendor who can provide these services.

Request for Bids & Award Schedule:

Request Sent Out	October 26, 2022
Request Due	November 4, 2022 at 3:00pm
Request Opening	November 4, 2022 at 3:01pm
Request Award	November 7, 2022
Contract Dates	November 8, 2022 to November 7, 2023

Proposal Requirements

1. A detailed cost proposal. Please use **Exhibit A** to submit a fuel-cost proposal.
2. Bids must be received by Alleghany County in a sealed envelope no later than 3:00pm on November 4, 2022, to be considered. They will be opened on November 4, 2022 at 3:01pm at the Alleghany County Administration Office located at 348 South Main Street, Sparta, NC. All bidders are invited to attend the opening.

Please send or deliver to:

Alleghany County Administration Office
Post Office Box 366 (mailing address)
348 South Main Street LL80 (physical address)
Sparta, NC 28675

***Please clearly print "Kerosene Bid" visibly on the envelope.**

Exhibit A

Kerosene

Alleghany County recognizes the fuel prices often change. In order to properly compare bids, Alleghany County requests that the bids be broken down into two categories. These categories are Wholesale (rack) and Mark-Up (profit & delivery). Alleghany County understands that wholesale costs may vary but the mark-up cost must stay constant through the contract. Alleghany County will monitor wholesale costs throughout the contract.

Alleghany County reserves the right to accept or reject each of the following individual bids.

COUNTY PROGRAMS

Kerosene will be provided for the Crisis Fuel Assistance Program. This service will be provided on an as-needed basis. The maximum amount of kerosene supplied to any individual home annually will not exceed \$600. Please break down your bid for this service as follows. The prices should be listed as of November 4, 2022.

	Contract Price Bid
Wholesale (rack) Cost (cents per gallon):	_____
Mark-up (profit & delivery) Cost (cents per gallon):	_____
Total Cost (as of 11/4/2022):	_____

Contractor
Name & Title

Date