

**ST. JOHN THE BAPTIST PARISH COUNCIL**  
**SPECIFICATIONS FOR 2020 ANNUAL FUEL REQUIREMENTS**  
**Contract Period January 1, 2020 – December 31, 2020**

St. John the Baptist Parish Council proposes to purchase annually the following approximate quantities:

**UNLEADED GASOLINE (REGULAR)(Non-Ethanol) - 60,000 GALLONS**  
**LOW SULFUR DIESEL FUEL (ON ROAD) - 25,000 GALLONS**  
**HIGH SULFUR DIESEL FUEL (OFF ROAD) - 40,000 GALLONS**

Bids will be received by St. John the Baptist Parish Purchasing and Procurement Department in the St. John the Baptist Parish Government Complex, 1811 W. Airline Highway, LaPlace, La. 70068, at the receptionist's desk, no later than **2:45 p.m., December 3, 2019**. All bids shall be sealed and marked clearly on the outside of the envelope "**Bid – 2020 Annual Fuel Requirements.**"

Items will be awarded individually. Pricing is to be per gallon, based on markup over rack price to supplier. Only La. State Tax and UST Fee surcharges will be allowed. Terminal location and brand bid are to be indicated.

Fuel is to be delivered on a regular basis via supplier's truck, FOB delivery site to 1801 West Airline Hwy., LaPlace, LA or Hwy 18, Edgard, LA or St. John Airport, Reserve, LA and to other parish locations when required in a pre-emergency or emergency situation.

Submission of bid indicates the supplier will maintain adequate inventory and is capable of delivering fuel in needed quantities to parish locations in a pre-emergency or emergency situation and will fill orders at such times including nights, weekends and holidays.

Regular deliveries are to be made Monday through Friday between 7:00 AM and 3:00 PM. Miscellaneous emergency\*, night, weekend, and holiday deliveries, if required, will be handled as exceptions. \* When no "State-of-emergency" has been declared.

Billing is to be submitted monthly. Evidence of actual rack price on day of delivery is to be furnished with each invoice.

**BID FORM – 2020 Annual Fuel Requirements**

<b><u>BID ITEM</u></b>	<b>Markup Over Rack Price</b>	<b>Terminal Location</b>	<b>Vendor Brand Bid</b>
<b><u>UNLEADED GASOLINE (REGULAR)</u></b> Est. 52,000 gals to LaPlace – 8,000 gals to Edgard			
<b><u>LOW SULFUR DIESEL FUEL (ON ROAD)</u></b> Est. 25,000 gals to LaPlace			
<b><u>HIGH SULFUR DIESEL FUEL (OFF ROAD)</u></b> Est. 37,000 gals to LaPlace – 3,000 gals to Edgard			

**Equipment at LaPlace Delivery Location**

- 4000 Gallon – Regular gasoline tank (in ground tank)
- 1000 Gallon – On Road diesel tank
- 500 Gallon – Off Road diesel tank
- 500 Gallon – Off Road diesel tank truck

**Equipment at Edgard Delivery Location**

- 1000 Gallon – Regular gasoline tank
- 500 Gallon – Off Road diesel tank

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Vendor Name

\_\_\_\_\_  
Vendor Signature & Title

\_\_\_\_\_  
Vendor Address

\_\_\_\_\_  
Vendor Phone & Fax number

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Vendor Email Address