



ST. TAMMANY PARISH

MICHAEL B. COOPER
PARISH PRESIDENT

NOTICE TO BIDDERS

ST. TAMMANY PARISH

Sealed bids will be received by the Department of Procurement, until **2:00 P.M., Tuesday, April 19th, 2022**, and then opened and read publicly at that time by the Procurement Staff for the following project:

Bid # 22-2-7 – Aviation Fuel

Each paper bid must be submitted in a sealed envelope. The outside of the envelope shall show the Name and Address of the Bidder, the Bid Name and the Bid Number.

This bid package is available online at:

- St. Tammany Parish Government Website: <http://www.stpgov.org/>
- Bid Express: <http://www.bidexpress.com>
- LaPAC – Louisiana Procurement and Contract Network:
<https://wwwcfprd.doa.louisiana.gov/osp/lapac/dspBid.cfm?search=department&term=185>

NOTE: LaPAC is the State’s online electronic solicitation notification system on the Office of State Procurement website. LaPAC provides an immediate e-mail notification to subscribing vendors of a STPGOV solicitation and any addenda posted. To receive the e-mail notification, vendors must register in the LaGov portal. Registration is intuitive at the following link:
https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest_user=self_reg

It is the Vendor’s responsibility to check the Parish website or bid express frequently for any possible addenda that may be issued. The Parish is not responsible for a Vendor’s failure to download any addenda documents required to complete a submission.

Bids will be received at 21454 Koop Dr., Suite 2F, Mandeville, LA 70471 from each bidder or his agent and given a written receipt, by certified mail with return receipt requested, or electronically at www.bidexpress.com.

Procurement Department

**Aviation Fuel
BID # 22-2-7**

Specifications and Pricing Sheet

Prices remain in effect through December 31, 2022, with the option to extend for two (2) additional one (1) year terms, by written agreement of both parties. Any delivery or service charge must be included in the bid price. Quantities may vary; minimum orders shall not be required. Contractor agrees to deliver an order within twelve (12) hours during emergency conditions such as a storm occurrence. St. Tammany Parish Government reserves the right to award materials in whole, in part, and/ or to multiple vendors. Bids must be submitted on the Pricing Sheet provided.

All fields must be filled in, NO blanks will be permitted. If the item is unavailable, please enter N/A.

Aviation Facilities and Address	Item	Unit	Price
Abita Springs Airport 25048 Highway 36 Abita Springs, LA 70420	100LL Aviation Gasoline	Gallon	\$

The tank size is 10,000 gallons. The estimated annual purchase amount is 30,000 to 40,000 gallons per year. Estimated order is usually 7,000 to 8,000, transported each time.

Price per gallon for fuel shall be equal to the current price list on the Oil Price Information Service (OPIS) based on the Five (5) day average for fuel plus the bid amount. Price per gallon shall be adjusted each week in accordance with the OPIS Report and shall include all applicable service or delivery charges.

Before the contract is awarded bidder shall obtain all licenses and permits and promptly pay all taxes required by the Parish and by the city.

The contractor **must** acknowledge all addenda. **Enter the number the Parish has assigned to EACH of the addenda that the Contractor is acknowledging.**

The Contractor acknowledges receipt of the following: **ADDENDA:** _____

Company _____

Signature _____

PrintedName _____

Title _____ E-Mail _____

Address _____

Date: _____ Phone# _____