

REQUEST FOR PROPOSAL

RFP NO: 25-06-3729GC

The Navajo Nation Division of General Services (DGS) is seeking qualified suppliers to provide a bid proposal for Heavy Equipment and Machinery.

The proposal shall include one (1) original and three (3) duplicate copies of the following:

1. Fee Schedule in its own sealed envelope inside the bid packet. Clearly indicate “FEE SCHEDULE” on the sealed envelope.

The proposer who submits the best proposal in terms of best quality and lowest cost on the specified materials will be selected. Adherence to the bid instructions is paramount, otherwise, the bid will be disqualified for non-compliance.

The proposal shall be delivered, in person, in a sealed envelope to:

“2025 DGS Equipment”
RFP #: 25-06-3729GC – DO NOT OPEN”
Attn: Shawnevan Dale, Division Director
Division of General Services
ADMINISTRATION BUILDING #1-2nd FLOOR
Window Rock Blvd., Window Rock, Arizona 86515

OR EXPEDITED MAIL TO:

Division of General Services
Attn: Shawnevan Dale, Division Director
Administration Building #1-Second Floor
2559 Indian Route 100
Window Rock, Arizona 86515
“2025 DGS Equipment”
RFP #: 25-06-3729GC – DO NOT OPEN”

Bid documents and supplemental information (if applicable) regarding the project is available online at www.nnooc.org link: Purchasing. If there are any questions regarding this Request for Proposal call Shawnevan Dale at (928) 871-6311 or email at sdale@navajo-nsn.gov.

Then Navajo Nation reserves the right to reject any and all proposals not within the projected budget and may elect to award the contract not solely on the bid amount but the bidder's qualification. The due date for the proposal is **June 16, 2025**, at **5:00 pm**, MST.

INSTRUCTIONS TO BIDDERS AND GENERAL INFORMATION

SCOPE OF WORK

Equipment must be new. Pricing shall include equipment, warranty, sales tax, freight, discounts, etc. Shipping and delivery are to the Navajo Nation Facility Maintenance Department in Fort Defiance, Arizona.

Delivery shall be made within 120 days after a purchase order has been issued. Specifications regarding warranty on materials shall be included in the proposal.

The Navajo Nation is not responsible for any “Down Time” including late delivery of materials, any act of negligence on the supplier's part, and any unforeseen occurrence. These are not billable to the Navajo Nation and will not be considered for payment.

SPECIFICATIONS

See Attached Specifications.

CONDITIONS GOVERNING THE INVITATIONS FOR BIDS

Must be an authorized and fully certified licensed dealership that meets all the standards and qualifications of the vehicle manufacturers. Since the Navajo Nation is a Sovereign government, all contracts entered shall comply with all Navajo Nation laws, rules, and regulations as well as applicable federal laws, rules, and regulations.

AWARD OF BID – REJECTION OF BID

The DGS reserves the right to accept bids all or in part. At the time of acceptance, the DGS also reserves the right to increase or decrease quantities of any item at the same price bid. The DGS reserves the right to reject any or all bids or to accept any bid that in its judgment will be in the best interest of the general public. It is the intention to award the contract to the lowest responsible bidder best meeting the requirement.

PREFERENCE OF NAVAJO AND INDIAN-OWNED BUSINESS

Preference for Navajo and Indian-owned businesses will be given under the Navajo Nation Business Opportunity Act, 5 NNC §201 et. Seq. and the Navajo Nation Procurement Act 12 NNC §303. Certification of Navajo Owned Business will be assured by a certificate held by the Navajo Business Regulatory Department.

NAVAJO NATION SALES TAXES

All work performed within the territorial jurisdiction of the Navajo Nation is subject to the six percent (6%) Navajo Sales TAX. 24 N.N.C §601 et. Seq. The Navajo Nation shall withhold from each payment to the “CONTRACTOR” 6% of the total invoice amount associated with work performed within the Navajo Nation. This account reflects the Navajo Sales Tax due on such invoice amount. This 6% shall be transferred to the Office of the Navajo Tax Commission as a payment of the tax on behalf of the “CONTRACTOR”.

BID INSTRUCTIONS

All bid proposals shall be submitted in a sealed envelope, marked, and addressed as follows:

“2024 DGS Equipment”
RFP #: 25-06-3729GC – DO NOT OPEN”

The name and address of the bidding firm should be shown in the upper left-hand corner of the envelope.

EVALUATION AND CRITERIA

Each bid must be accompanied by a letter of transmittal. The letter of transmittal shall contain the following:

1. Provide Statements of Qualifications (If Applicable).
2. Identify the name, title, and telephone numbers of the person authorized to negotiate on behalf of the organization.
3. Certified licensed dealership that meets all standards and qualifications.
4. Navajo Preference Certificate of Eligibility issued by the Navajo Business Regulatory Department.
5. Required Insurance documents, i.e. Certificate of Liability Insurance.
6. Completed and signed W-9 Form.
7. Completed and signed Navajo Nation Certification Regarding Debarment and Suspension.

The following point criteria will be used by the bid committee in the selection process for contract award. Proposals will be evaluated to determine the best vendor.

EVALUATION CRITERIA	POINTS
<i>Priority 1 or 2 Vendor</i> <ol style="list-style-type: none">a. Priority 1 Vendor (10 pts)b. Priority 2 Vendor (5 pts)c. Non-priority Vendor (0 pts)	0-10
<i>Bid Organization</i> <ol style="list-style-type: none">a. Typed proposal on 8-1/2” x 11” paper	5

b. Binding and Indexing c. One Original bid with 3 copies	
<i>Letter of Transmittal</i> a. Provide Statement of Qualifications b. Identifying individual(s) as specified above c. Provide completed and signed documents, Certificate of General Liability, NN Debarment and Suspension, and W-9 Form.	15
<i>Conditions Governing the Invitation for Bids</i> Must be an authorized and fully certified licensed dealership that meets all the standards and qualifications.	10
<i>Proposed Cost</i> a. Equipment b. Warranty c. Extended warranty (with cost/without cost) d. Availability	60
Total Possible Maximum Score	90-100

SCHEDULE OF ACTIVITIES

DEADLINE

1.	Public Advertisement	June 9, 2025
2.	Proposals Submissions DUE	June 16, 2025
3.	Bid Opening	June 17, 2025 @ 3pm (MDST)

AVAILABILITY OF BID DOCUMENTS

Bid Proposal documents are available on the website at www.nnooc.org and at the Navajo Nation Division of General Services located at the Administration Building #1-2nd Floor, Window Rock, Boulevard, Window Rock, Arizona 86515 between the hours of 8:00 A.M. and 5:00 P.M. (MST) Monday through Friday. For more information, contact *Shawnevan Dale, Division Director* at (928) 871-6311.

PROPOSAL SUBMISSION

Sealed bid proposals shall be submitted to the Navajo Nation Division of General Services, Administration Building #1-Second Floor, 2559 Indian Route 100, Window Rock, Arizona 86515 before 5:00 p.m. on June 16, 2025. Respondents who are expedited mailing their proposals should allow sufficient time for expedited mail delivery to ensure receipt by the time specified. Late proposals will not be accepted.

BID OPENING

The Bid Opening meeting is scheduled for June 17, 2025 @ 3:00 pm. The location will be at the Division of General Services, Window Rock, AZ 86515.

WITHDRAWAL OF BID

No bid proposal shall be withdrawn for 60 calendar days after the opening of the bid without the consent of the owner.

DEVIATIONS

All specifications listed are intended to be preferred design and performance. Where deviations from the specification are necessary, the bidder will render equivalent reliability or performance. If there is insufficient room for detailing deviation, please indicate "see deviation" and attach, clearly indicating the bullet number on any such attachments. Failure to detail all such deviations will provide a basis for rejection of the entire proposal. Substantial deviations will not be considered.

SPECIFICATIONS

Dual Tandem Axle Gooseneck Trailer (35')

Product: Big Tex 3XGN Super Duty

Axles	2 - 15,000# Dual Wheel w/ Oil Bath & Valcrum Caps
Brakes	Forward Self-Adjusting Electric Brakes on Both Axles
Suspension	Heavy Duty 44,000# Adjustable
Coupler	2-5/16" Ball, Adjustable Square Crank
Safety Chains	1/2" Grade 80 w/ Safety Latch Hook (2 ea)
Jack	Dual Two Speed Landing Gear- 50K lbs. Capacity (Bolted On)
Frame	12" I-Beam, 22# up to 30'. 14" I Beam on 30'+ Long
Cross-Members	6" I-Beam, 16" Centers
Floor	Treated Pine Floor
Ramps	5' Double Hinged Spring Assist Flip-Over Ramps, (STA Models Do Not Include Ramps)
Dovetail	5' Cleated Dovetail (Standard on D5A Models)Straight Deck (available on 36' and 40' lengths)
Stake Pockets	Stake Pockets Along Both Sides, 24" O.C. (Quantity Varies by Length)
Trailer Plug	7-Way RV
Lights	Recessed, Grommet-Mounted L.E.D. Lighting
Wiring	Sealed, Modular Cold-Weather Wiring Harness
Tires	ST215/75 R-17.5 Load Range H (Dual)
Bolt Pattern	8-Bolt
Wheels	17.5" HC x 6.75", 8x275 MM BC Hub Pilot; Dual Wheel
Spare Mount	Top of Neck Spare Tire Mount
Spare Tire	Spare Tire & Wheel (ST215/75 R-17.5 LR-H)
Paint Type	Professional Finish w/ Primer Standard
Paint Color	Black
Rubrail	3/8" Heavy Duty Rub Rail on Both Sides
Break-Away Kit	Complete Breakaway System w/ Zip™ Breakaway Cable and Charger
Mudflaps	Standard
Storage	Front Lockable Toolbox Uprights
Cargo Winch	Sliding Winch Track (standard on Trailer 28' or Longer)
Pipe Chain Spools	1-1/4" Pipe Chain Spools Between Stake Pockets Pockets
Steps & Handles	(2) Retractable Side Bed Steps + Handles
Twist Guard™	Included on trailers 28' and Longer

Tandem Dual Gooseneck Dump Trailer (20')

Product: Big Tex 25DU

Axles	2 - 10,000# cambered axles with Oil Bath and Valcrum Caps
Brakes	Forward Self-Adjusting Electric Brakes on Both Axles
Suspension	Heavy-Duty 30,000#, Adjustable
Tongue	12" I-Beam
Coupler	Square, Adjustable Crank 2-5/16" Gooseneck Coupler
Safety Chains	3/8" Grade 70 w/ Safety Latch Hook (2 ea)
Jack	Dual 12,000# Drop-Leg Jack (Side Wind)
Frame	12" I-Beam
Cross-Members	3" Channel on 16" Centers
Floor	7 Gauge Smooth Steel
Ramps	Not Included
Stake Pockets	Stake Pockets Along Both Sides (Quantity Varies by Length)
Trailer Plug	7-Way RV
Lights	Recessed, Grommet-Mounted L.E.D. Lighting
Wiring	Sealed, Modular Cold-Weather Wiring Harness
Tires	ST235/80 R-16 Load Range E Radial Tires (Dual)
Bolt Pattern	8-Lug
Wheels	Black Mod Steel
Spare Mount	Side Spare Tire Mount
Spare Tire	Spare Tire & Wheel (ST215/75 R-17.5 LR-H)
Paint Type	Professional Finish w/ Primer Standard
Paint Color	Black
Tie-Downs	(4) 5/8" D-Rings Inside Bed to Secure Equipment Along Sides and Rear for Cargo Control
Break-Away Kit	Complete Breakaway System w/ Zip Breakaway Cable
Battery	12V Deep Cycle
Charger	5A 110V on Board Battery Charger
Gate	Double Rear Doors
J-Hooks	Along sides and rear for Cargo Control
Mudflaps	Standard
Power	Power Up/Gravity Down Movement
Ram	Self-Contained Scissor
Sides	48" Tall (12 Ga) with formed Channel Supports
Stabilizers	Rear Stabilizer Stands
Storage	Lockable Pump and Battery Box mounted between front Jacks
Tarp	Fully Formed Tarp Shroud
Top Rail	4"x 2" Rectangular Tubing

Car Hauler Trailer (18')

Product: Big Tex 10DM

Axles	2 - 5,200# Premium, Cambered Axles with Quick-Lubricating Hubs
Brakes	Forward Self-Adjusting Electric Brakes
Suspension	Multi-Leaf Spring w/ Equalizer
Coupler	2-5/16" Demco EZ Latch
Safety Chains	1/4" Grd. 70 w/Safety Latch Hook (2 each)
Jack	8,000# Top Wind, Set-Back Jack (Bolted on)
Frame	5" x 2"x .188" Rectangular Tubing
Cross-Members	3" Channel
Front Stop Rail	3/16" Fabricated Front Stop Rail
Floor	1/8" Diamond Plate
Ramps	5' Rear Slide-In Channel Ramps with Stabilizers
Dovetail	Integrated Dovetail
Stake Pockets	
Trailer Plug	7-Way RV
Lights	L.E.D. D.O.T. Stop, Tail, Turn & Clearance
Wiring	Grommet-Mounted Lifetime L.E.D. Lighting
Tires	ST205/75 R-15 Load Range C
Bolt Pattern	5 Bolt
Wheels	Aluminum Wheels
Spare Mount	Side Spare Tire Mount
Spare Tire	
Paint Type	Professional Finish w/ Primer Standard
Paint Color	Black
Tie-Downs	(4) Recessed D-Rings
Storage	
Front Rock Shield	Front Rockshield (Aluminum Tread Brite)

Single Axle Utility Trailer (7' x 12')

Approximate Trailer Size (W x L) ft.	7 x 12
Axle Size	3,500 lb. with Quick Lube 93-80
Coupler Size	2" A -Frame
Empty Weight	950 lb.
Floor Material	Wood
Frame Material	Steel
Gate Width	79 in.
Gross Vehicle Weight Rating	2,990 lb.
Hitch Type	Not Specified
Number of Axles	1
Number of Ramps	1
Ramp Type	Back
Rear Door Style	Ramp
Tire Size	15 in. ST 205 75 Bias Black Mod Wheel
Tongue Length	47.5 in. front of coupler -front rail
Tongue Type	A-Frame, 3 in. Steel Channel
Trailer Bed Length	12 ft
Trailer Bed Width	7 ft
Trailer Features	Highway Rated, DOT Approved, Wood Floor, Jack Included, Ramp Included, Mesh High Sides
Trailer Max Load Capacity lb.	2040

TOTAL Equipment: 4 (1 item each).

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)	
	2	Business name/disregarded entity name, if different from above.	
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	4	Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)	
	5	Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)
	6	City, state, and ZIP code	
7	List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
or	
Employer identification number	

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign
Here**

Signature of
U.S. person

Date

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

NAVAJO NATION CERTIFICATION
Regarding Debarment, Suspension, and
Contracting Eligibility

1. Applicant entity acknowledges that to the best of its knowledge that the Applicant entity, either in its present form or in any identifiable capacity, has not, in accordance with 12 N.N.C. § 361:
 - A. Been convicted of the commission of criminal offenses incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of any such contract or subcontract;
 - B. Been convicted of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or other offenses indicating a lack of business integrity or honesty, which currently, seriously, and directly affect responsibility as a Navajo Nation contractor;
 - C. Been convicted under antitrust statutes arising out of the submission of bids or proposals;
 - D. Violated contract provisions, including:
 - i. Deliberate failure, without good cause, to perform in accordance with the contract specifications or within the time limit provided in the contract,
 - ii. A recent record of failure to perform or of unsatisfactory performance with the terms of any contract, or
 - iii. Any other cause so serious and compelling as to affect responsibility as a Navajo Nation contractor, including debarment by another governmental entity.
2. Applicant acknowledges that if the Navajo Nation determines that the executed Certification provided herein is untrue or not wholly accurate, it shall be grounds for the Navajo Nation to terminate the contract and pursue other legal remedies, at the Navajo Nation's discretion.
3. Applicant certifies to the best of its knowledge that it is eligible to do business with the

Navajo Nation, in its present form or in any other identifiable capacity, pursuant to 12 N.N.C. § 1501 and 5 N.N.C. § 301. Applicant also acknowledges that per 12 N.N.C. § 1505, it will not be eligible to contract with the Navajo Nation if deemed ineligible by the appropriate department or entity of the Navajo Nation which receives the Applicant's request for consideration for a business opportunity.

Applicant Name

Name of individual signing on Applicant's behalf (print)

Applicant Address

Title of individual signing on Applicant's behalf

Applicant Address

Signature of individual signing on Applicant's behalf

Applicant Address

Date