February 11, 2021

To Whom It May Concern:

The Village of Eagle Nest is accepting written bids for propane to provide fuel for heating various buildings and lift stations owned by the Village of Eagle Nest.

The term of this agreement shall be for one (1) year from date of award with the option to extend for a period of two (2) additional years, on a year-by-year basis, by mutual agreement of all parties and approval of the Village of Eagle Nest Governing Body and Procurement Officer at the same price, terms and conditions. This agreement shall not exceed for the period of three (3) years beginning March 17, 2021 thru March 17, 2024, reviewed each year for the extension of the contract. The Village currently owns five, five-hundred gallon propane tanks (one which is underground), located at the Multi-Purpose (Senior Citizens Center) and one, two-hundred-fifty gallon propane tank. One five-hundred is located at 28133 Highway 64 and belongs to the Eagle Nest Volunteer Fire Department Substation. Number of gallons purchased to date from February 21, 2018 is approximately 26,613.21.

The successful bidder agrees to fill propane tanks on a regular basis, at a cost not to exceed that specified in his bid. Billing for propane must be separated by tank and location.

Companies that allow the tanks to go dry will not be allowed to compete in the next two bid cycles.

Propane may be bid on a sliding scale based on refinery prices. The successful bidder must provide prior written notification of any increase in cost to the Village of Eagle Nest. At no time shall the charge to the Village of Eagle Nest exceed that charge made to the general public.

Please enclose a current list of licensed technicians that work for your company.

Written bids (no bids by e-mail or fax) must be received in the Office of the Municipal Clerk of the Village of Eagle Nest, P.O. Box 168, Eagle Nest, N.M. 87718, no later than 1:30 p.m., Thursday, March 11, 2021. All bids must be marked “BID NO. 2021-02 (PROPANE)” on the outside of the envelope.

The award of bid will be based on service history, price and other factors considered to be most advantageous to the Village. The Village of Eagle Nest reserves the right to reject any and all bids.

Emily West, Municipal Clerk

POST ON: 11-FEB-2021 An Equal Opportunity Employer POST THRU: 11-MAR-2021