



CITY OF AZTEC REQUEST FOR QUOTATION (RFQ 2016-547)

DATE: 12/07/15	RETURN TO: CITY OF AZTEC Electric Dept ATTN: RFQ #2016-547 201 W CHACO AZTEC NM 87410 EMAIL: graymond@aztecnm.gov PHONE: (505) 334-7667 FAX: (505) 334-7684	THIS IS NOT AN ORDER
DUE DATE: 12/17/15		
TIME: 3:00 PM		

NAME OF COMPANY SUBMITTING QUOTE: _____

NEW MEXICO IN STATE PREFERENCE	PAYMENT TERMS	F.O.B./FREIGHT TERMS	SHIPPING TIME
# _____ <u>In-State or Veteran's Preference will be applied to only those certified vendors who have completed item 6 or 7 below.</u> Number and certificate must be provided to be considered.	_____% _____ DAYS NET 30 DAYS AFTER RECEIPT OF INVOICE		

DESCRIPTION	QUANTITY	PRICE
1,000 kVA Pad Mounted Three Phase Distribution Transformer ** See Attached for specification**	1	

Refer all questions regarding this Request for Quotation to Geri Raymond at (505) 334-7667 or email graymond@aztecnm.gov

allowed and must indicate normal lead time and/or best delivery date on the items listed.

2. This RFQ and any required documents must be received by the Department indicated on the RFQ by the date and time indicated.
3. All supplies and components quoted shall be new unless indicated otherwise. Any quotes submitted for used or reconditioned supplies or components will be considered non-responsive. Quotes must be valid for a minimum of 30 days.
4. The RFQ Number shall appear on all quotations and related correspondence.
5. Vendor has received certification from the State Purchasing Agent for Resident/Contractors Certification. Bidder has been issued the above Certification # and is therefore eligible for the 5% preference credit. In-state certification approval is required at the time of the quote opening to be eligible for in-state preference.
6. **RESIDENT VETERANS PREFERENCE:** In accordance with Sections 13-1-21 and 13-1-22 NMSA 1978 and effective July 1, 2012, a new resident veteran's business preference has been implemented. The Taxation and Revenue Department (TRD) will be issuing a three (3) year certificate to each qualified business. Businesses are required to reapply to TRD every three (3) years with the proper documentation to renew their certificate. Attached is one form to be completed and returned with your quote if your firm will qualify for this preference. The veteran's preference will not be extended without the certificate from TRD and the attached Resident Veterans Preference Certification (next page). This preference is separate from the in-state preference and is not cumulative with that preference.
7. RFQ's may be returned via email, fax or USPS. (Reference Item #2)
8. By law (Section 13-1-191, NMSA, 1978) the City is required to inform Vendors of the following: (1) it is a third-degree felony under New Mexico law to commit the offense of bribery of a public officer or public employee (Section 30-24-1, NMSA, 1978); (2) it is a third-degree felony to commit the offense of demanding or receiving a bribe by a public officer or public employee (Section 30-24-2, NMSA, 1978); (3) it is a fourth-degree felony to commit the offense of soliciting or receiving illegal kickbacks (Section 30-41-1, NMSA, 1978); (4) it is a fourth-degree felony to commit the offense of offering or paying illegal kickbacks (Section 30-41-2, NMSA, 1978).

SUBMITTED BY (PRINTED NAME):

SIGNATURE:

(To be a valid offer, authorized Company representative must sign)

COMPANY NAME:

DATE: _____

ADDRESS: _____

TELEPHONE#: _____

FAX#: _____

EMAIL: _____

TAX ID NUMBER:

IF WORK IS TO BE PERFORMED IN AZTEC, THE FOLLOWING IS REQUIRED TO BE CURRENT:

AZTEC BUSINESS LICENSE: _____

NM CONTRACTOR'S LICENSE: _____

CLASSIFICATIONS: _____

CURRENT INSURANCE CERTIFICATE MUST BE ON FILE WITH CITY OF AZTEC FINANCE DEPARTMENT PRIOR TO WORK COMMENCING.

Resident Veterans Preference Certification

_____ (NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident veterans' preference to this procurement:

Please check one box only

I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is less than \$1M allowing me the 10% preference discount on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$1M but less than \$5M allowing me the 8% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$5M allowing me the 7% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

"I agree to submit a report, or reports, to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate:

"In conjunction with this procurement and the requirements of this business' application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under Sections 13-1-21 or 13-1-22 NMSA 1978, when awarded a contract which was on the basis of having such veterans preference, I agree to report to the State Purchasing Division of the General Services Department the awarded amount involved. I will indicate in the report the award amount as a purchase from a public body or as a public works contract from a public body as the case may be.

"I understand that knowingly giving false or misleading information on this report constitutes a crime."

I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime.

(Signature of Business Representative)* (Date)

*Must be an authorized signatory for the Business.

The representations made in checking the boxes constitutes a material representation by the business that is subject to protest and may result in denial of an award or unaward of the procurement involved if the statements are proven to be incorrect.

**REQUEST FOR QUOTATIONS FOR
PAD-MOUNTED THREE-PHASE DISTRIBUTION TRANSFORMER**

**CITY OF AZTEC
AZTEC, NEW MEXICO
(505) 334-7667**

The quoted transformer (s) shall comply with the most recent publication of the following specifications:

- ANSI/IEEE C57.12.00-1993 General Requirements for Liquid-Immersed Distribution, Power, and Regulating Transformers.
- ANSI/IEEE C57.12.26-1992 Pad-Mounted, Compartmental-Type Self-Cooled, Three-Phase Distribution Transformers for use with Separable Insulated High-Voltage Connections; High-Voltage, 34500 Grd. Y/19220 volts and below; 2500 kVA and Smaller.
- ANSI/IEEE C57.12.28-1988 Pad-mounted Equipment Enclosure Integrity.
- ANSI/IEEE C57.12.70-1978 Terminal Markings and Connections for Distribution and Power Transformers.
- ANSI/IEEE C57.12.80-1978 Terminology for Power and Distribution Transformers.
- ANSI/IEEE C57.12.90-1993 Standard Test Code for Liquid-Immersed Distribution, Power, and Regulating Transformers and Guide for Short-Circuit Testing of Distribution and Power Transformers.
- ANSI/IEEE C57.91-1981 Guide for Loading Mineral-Oil-Immersed Overhead and Pad-Mounted Distribution Transformers Rated 500 kVA and Less with 65°C or 65°C Average Winding Rise.
- NEMA TR-1 Transformers, Regulators and Reactors.
- Transformer name plate must be clearly marked filled with NO PCB mineral oil.

The pad-mounted transformers shall be of dead front design with all access doors secured by a recessed, captive, pentahead bolt and have NEMA safety label per NEMA Publication 260-1982. The requested transformer quote is for the quantity, voltage rating, kVA rating, type and have the accessories indicated in the following tabulation:

<u>Item</u>	<u>Quantity Number</u>	<u>Primary Voltage Capital Letter</u>	<u>Secondary Voltage Small Letter</u>	<u>kVA Rating Number</u>	<u>Accessories and Type Applicable Numbers</u>
I	<u>1</u>	<u>A</u>	<u>b</u>	<u>1,000</u>	<u>1, 2, 4, 5, 8, 9, 11</u>
II	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
III	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
IV	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Primary Voltage

- A. 12470 Grd. Y/7200
B. _____

Secondary Voltage

- a. 208 Grd. Y/120
 b. 480 Grd. Y/277
c. 240 x 480 Delta
d. _____

and special
Requirements

- ① internal bayonet fuses
- ② six high voltage load break bushing wells with inserts for loop feed
- 3) three high voltage load break bushing wells for radial feed
- ④ load break OR internal switch
- ⑤ two 2 ½% primary taps above and below rated voltage
- 6) four 2 ½ primary taps all below rated voltage
- 7) pressure relief valve
- ⑧ stud type secondary bushing connectors per ANSI C57.12.26-1987 with insulated neutral bushing with disconnect able ground
- ⑨ temperature gage
- 10) four position 200 amp load break transfer and isolation switch
- ⑪ tinned aluminum transformer spade terminals on secondary bushing lug mounting holes are 9/16 in diameter with 1-3/4 in NEMA spacing
- 12) _____

Transformer Connection

The three-phase transformer shall be connected grounded wye-grounded wye with the high and low side neutrals connected. To eliminate stray flux tank heating in the tank, the transformer shall be constructed with a core configuration (such as a five legged core) which provides a return path for the flux.

Transformer Testing

Tests shall be performed in accordance with ANSI/IEEE 12.00-1993 and ANSI/IEEE 19.90-1993. The following routine tests shall be performed on each transformer.

- Resistance measurement
- Impedance and load losses
- Efficiency and Voltage Regulation
- Dielectric test
- No-load losses and excitation current
- Polarity
- Ratio

In addition to the above tests, the manufacturer shall supply a signed statement that their transformer of the same design and kVA rating has satisfactorily withstood, without damage a short circuit withstand capability test per ANSI/IEEE 12.90-1993. In addition, the manufacturer shall provide the results on a similar type, voltage and kVA size of switching and lightning impulse dielectric tests, audible noise tests, and temperature rise tests.

The City of Aztec will evaluate acceptable transformer quotes based on the quoted price plus \$4.00 per watt for no-load (excitation) losses plus \$1.00 per watt for load-losses (load-losses include I^2R loss in the winding due to load current, stray loss due to stray fluxes in the windings, core clamps, magnetic shields, tank walls, etc., and to circulating current, if any, in parallel windings). Quotes for all transformers shall include the guaranteed average no-load and load-losses. The successful supplier shall provide free of charge a certified test report giving the no-load and load-losses of all transformers tested in accordance with

C57.12.90-1993 section 8 (no-load-losses) and section 9 (load-losses). The City of Aztec reserves the right to award any or all items specified to one or more bidders.

¹(Shall have capability of isolating primary wye connection to avoid grounded wye-delta connection per IEEE 57.105-1978 recommendation, yet have capability for temporary grounding for energization)

If the average no-load or load-losses exceed the guaranteed values the City of Aztec may either reject the batch of transformers or reduce the purchase price by 1.25 times the above quoted respective loss values. The transformer(s) shall have mineral oil insulation with less than two (2) parts per million polychlorinated biphenyls (PCB's).

The quoted price shall include freight to the City of Aztec material storage yard in Aztec, New Mexico.

To Be Completed By Potential Transformer Supplier.

<u>Item</u>	<u>Qty.</u>	<u>Price Each</u>	<u>Delivery in Weeks</u>	<u>Guaranteed</u>	
				<u>No-Load Losses In Watts</u>	<u>Load Losses In Watts</u>
I	_____	_____	_____	_____	_____
II	_____	_____	_____	_____	_____
III	_____	_____	_____	_____	_____
IV	_____	_____	_____	_____	_____
V	_____	_____	_____	_____	_____

Company Name: _____

Contact Person: _____

Address: _____

Telephone No.: _____