



MENTAL HEALTH AND MENTAL RETARDATION
AUTHORITY OF HARRIS COUNTY

**REQUEST FOR QUOTATION (RFQ)
THIS IS NOT AN ORDER**

TWO (2) 2010 JEEP LIBERTY'S

The Mental Health Mental Retardation Authority of Harris County ("MHMRA") is requesting a quote with a fixed-price for two (2) 2010 Jeep Liberty's.

INSTRUCTIONS TO BIDDERS

1. All correspondence concerning RFQ shall be submitted to:
Marguarette C. Washington, Senior Buyer
7011 Southwest Freeway
Houston, Texas 77074
Phone: 713-9707304
Fax: 713-970-7682
Email: marguarette.washington@mhmraharris.org
2. Your quotes must be exclusive of sales taxes.
3. Please submit questions pertaining to this RFQ to Marguarette Washington, Senior Buyer, via fax, email. Responses will be provided promptly.

SUBMITTAL PROCEDURES

The RFQ, subject to all conditions and specifications attached hereto, must be signed in INK by a person or officer of the company submitting the Quote that is authorized to enter into an agreement on behalf of the dealership. *Quotes received unsigned will be deemed non-responsive and therefore, will not accepted.*

Quotes must be received no later than **Wednesday, July 21, 2010 by 11:00 a.m.** The original Quote, must be signed in ink, and should be submitted in a **SEALED ENVELOPE**, addressed and delivered to the attention of:

MHMRA of Harris County
Purchasing Department
Attn: Marguarette Washington, Senior Buyer
7011 Southwest Freeway,
Houston, Texas 77074

RFQ REQUIREMENTS

The following is required in your response to this RFQ

Please respond to this request for quote on this form. Please quote your unit price for two (2) 2010 Jeep Liberty's with any available discounts, rebates, etc.

Fixed pricing, inclusive of all cost to be submitted in the following format:

- A. Cost of Vehicle \$ _____
(total drive out cost)
- B. Cost of delivery if not included in \$ _____
Item A

Other:

- A. Estimated delivery date \$ _____
- B. Available on lot (please check) Yes _____ or No _____
- C. Provide expiration date of this Quote \$ _____

VEHICLE SPECIFICATIONS

2010 Jeep Liberty
Four (4) door two (2) wheel drive
White (or any std production color)
6 Cylinders, 3.71 Engines
Air Conditioner
AM/FM Stereo/Digital Clock
Power Steering
Remote Control Mirrors
Cruise Control
Power Package
Remote Control Keyless Entry

SIGNATURE PAGE

PURCHASE OF TWO (2) 2010 JEEP LIBERTY'S

MENTAL HEALTH MENTAL RETARDATION AUTHORITY OF HARRIS COUNTY IN ITS SOLE AND ABSOLUTE DISCRETION SHALL HAVE THE RIGHT TO MAKE AN AWARD FOR PURCHASES FOR ANY OR ALL MATERIALS LISTED IN EACH QUOTE, SHALL HAVE THE RIGHT TO WAIVE ANY FORMALITY OR IRREGULARITY, TO MAKE AWARDS TO MORE THAN ONE OFFEROR, TO REJECT ANY AND ALL QUOTES, SHALL NOT BE BOUND TO ACCEPT THE LOWEST QUOTE AND SHALL BE ALLOWED TO ACCEPT THE TOTAL QUOTE OF ANY ONE DEALER.

Authorized Signature

Dealership's Name

Typed or Printed Name

Number and Street

Title

City, State, Zip Code

() _____
Telephone Number

() _____
Fax Number

E-mail Address

Quotes Will Not Be Accepted
If This Page Is Not Signed By An Authorized Representative