

**EAST BATON ROUGE PARISH SHERIFF'S OFFICE
P. O. BOX 3277
BATON ROUGE, LA 70821**

BID #993 (06-17)

SPECIFICATIONS AND BID FORMS FOR (SYNTHETIC MOTOR OIL)

Sealed bids will be received until 10:00 a.m., **Friday, July 21, 2017** in room 286 at the East Baton Rouge Parish Sheriff's Office, Government Building, 222 St. Louis St., Baton Rouge, La. 70821 for **Synthetic Motor Oil**. All bids shall be submitted in a sealed envelope clearly marked "Sealed Bid for **Synthetic Motor Oil**."

Bid price shall be FOB East Baton Rouge Parish Sheriff's Office, Fleet Operations, 8686 General Chennault Drive, Baton Rouge, La. 70807

The bid price shall be valid for the period beginning July 24, 2017 and continuing until June 30, 2018. At the option of the Sheriff's Office, this bid may be extended for a period of two (2) year ending June 30, 2020

The synthetic oil on this bid is for use in all of our fleet vehicles, which include automobiles and light trucks with gasoline engines and light trucks with diesel engines.

The quantity indicated below is an estimate for the entire period covered by this bid. Purchase orders will be issued on an as needed basis.

Bids are being requested on the following:

- 50 Premium Lubricants / Full Synthetic
SAE 5W30 Motor Oil.
The Synthetic Motor must meet requirements of API, SN, SM or SL and ILSAC, GF-5 or GF-4 oil specifications and must not void warranty.
Material Safety Data Sheet must accompany this bid.
The oil shall be delivered in 55-gallon drums.

Unit Bid Price: \$595.00 / 55 gallon Drum

Mobil Lubricants Syngard 5w30 Brand

Instructions to Bidders

Unit Bid Price \$595.00 Total Bid Price \$595.00

In accordance with the provisions of Title 38:2251 et.seq., preference is hereby given to materials, supplies or equipment which are manufactured, processed, produced or assembled in Louisiana, quality being equal to other materials, supplies or equipment offered by companies outside of the State of Louisiana.

Do you claim this preference? YES _____ NO X

Specify location within Louisiana where this product is manufactured, processed, produced or assembled.

Have you attached the qualifying letter according to the requirements of the INSTRUCTIONS TO BIDDERS? YES _____ NO _____ N/A

Specify each item that you are claiming a preference on N/A

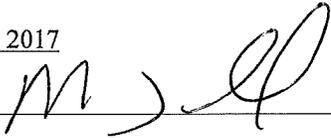
Bidders are hereby advised that the accompanying document entitled "INSTRUCTIONS TO BIDDERS" is an integral part of this request for bids. Bidders should be aware of all provisions in this document.

"Official Bid Documents are available at Central Bidding. Electronic Bids are accepted at Central Bidding. Central Bidding can be accessed at www.centralbidding.com. For questions related to the electronic bidding process, please call Central Bidding at 225-810-4814."

Legal Company

Name: Lard Oil Company Date: July 20, 2017

Individual: Mike Ezell

Signature:  _____

Title: C&I Sales Manager Phone Number: (225) 664-3311

Mailing Address: 914 Florida Ave. SW, Denham Springs, LA 70726

Instructions to Bidders

East Baton Rouge Parish Sheriff's Office Instructions to Bidders

Article 1 – Bid Security

In certain instances, the Sheriff's Office may require bidders to furnish bid security. Any bidder not furnishing bid security, when required, may cause rejection of his bid. The successful bidders' bid security will be retained until he has entered into a satisfactory contract. The Owner reserves the right to hold the certified checks, cashier's checks, money orders or bid bonds of the three lowest bidders until the successful bidder has entered into a contract.

If a bid bond is used, it shall be written by a surety or insurance company currently on the U. S. Office of the Treasury Financial Management Service list of approved bonding companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least an A-Rating in the latest printing of the A. M. Best's Key Rating Guide to write individual bonds up to ten percent of the policyholders' surplus as shown in the A.M. Best's Key Rating Guide. The bid bond shall be issued by a company licensed to do business in Louisiana and countersigned by a person who is under contract with the surety company or bond issuer as a licensed agent in this state and who is residing in this state.

Notwithstanding the aforesaid, in the event that a bidder furnishes a bid bond which does not fully comply with the provisions of this Article, but which is otherwise a legally valid and enforceable bond, the Sheriff's Office may allow such bidder to amend his bid bond following the opening of bids in order to bring the bond in conformity with the requirements of this Article and/or requirements of LA. R. S. 38:2218, or may permit the bidder to substitute other bid security in place of the bid bond submitted.

Should the East Baton Rouge Parish Sheriff's Office make an award to a vendor who refuses to enter into a contract, the bid bond, money order or checks shall be forfeited to the East Baton Rouge Parish Sheriff's Office as liquidated damages.

Agents signing bonds shall type their name and license number below their respective signature.

When bid security is not required, and the successful bidder fails to perform (deliver) on awarded bid, the Sheriff's Office shall declare the bidder in default. The Sheriff's Office shall then have the option to either award the bid to the next lowest responsible bidder, or to reject all bids as deemed in the best public interest. Should the Sheriff's Office opt to readvertise for bids, the defaulting bidder shall be precluded from submitting a bid.

Article 2 – Power of Attorney

Attorneys-in-fact who sign bid bonds or contract bonds must file with each bond, a certified and effectively dated copy of their power of attorney.

Article 3– Brand Name Specifications

Whenever brand names are used, they are used only to denote the quality standard of product desired. The Sheriff's Office does not restrict vendors to the specific brand, make, manufacturer or specification named; they are used only to set forth and convey to prospective vendors the general style, type, character and quality of product desired; equivalent products will be acceptable. Vendors must provide sufficient literature, brochures, etc. to prove quality.

Instructions to Bidders

Vendors are asked to list any exceptions to specifications. Brochures or other literature submitted will determine whether the item quoted upon actually meets all specifications.

Article 4 – Taxes

In accordance with Act 1029 of 1991, the East Baton Rouge Parish Sheriff's Office is exempt from state and local taxes.

Article 5 – Cancellation of Contract

In the event of unsatisfactory services by the contractor under this contract, the Sheriff's Office will have the option to cancel the contract with a thirty (30) day written notice to the contractor. In the event of termination of said contract, all obligations of either party under this contract cease.

Article 6 – Printed Form for Bid

The bid form invites bids on definite plans and specifications. Only the amounts and information called for on the bid form furnished will be considered as the bid. Each bidder shall bid upon the work exactly as specified and as provided in the bid.

Bids should be clearly and legibly filled out in ink and/or typewritten and must contain the signature or facsimile thereof of the bidder or an authorized representative. The Sheriff's Office shall have the right to reject any bid in the event that it is unable to reasonably determine the information and quotations supplied by the bidder as a result of the manner and method by which the bidder has completed the bid form.

Any proposed vendor contract or scope of work must be made part of your bid package. Failure to include these documents may result in the disqualification of your bid.

Article 7 – Delivery

Failure to insert delivery days, when called for on the quotation form, may be cause for rejection of the bid.

Article 8 – Louisiana Preference

In accordance with the provisions of LA R.S. 38:2251 et. Seq., preference is hereby given for materials, supplies or equipment which are manufactured, processed, produced or assembled in Louisiana, quality being equal to other materials, supplies or equipment offered by competitors outside of the State of Louisiana. However, the Sheriff's Office can only make a full and proper determination of bidder's entitlement of a preference based upon a consideration of all pertinent information related to the claim. Accordingly, in order that the Sheriff's Office can fairly evaluate a bidder's claim for a preference, it shall be the bidder's duty and responsibility to supply the Sheriff's Office with the following declarations and information when submitting a bid, which claims entitlement to a preference:

1. The bidder shall affirmatively indicate that it desires and is entitled to be considered for a preference.
2. The bidder shall specify which items it is claiming a preference for and specify the location in Louisiana where the product(s) for which it is claiming a preference are manufactured or produced; and
3. The bidder shall attach to the bid form a written letter setting forth in detail why it is entitled to be granted a preference, including, but not limited to, describing how its products are produced or manufactured and describing the specific process which qualifies it for a preference.
4. The bidder shall comply with all provisions of LA R.S. 38:2251 et. Seq.

Instructions to Bidders

5. Any bidder who fails to comply with each and every one of the requirements set forth herein above shall be deemed to have waived its right to be considered for a preference, and such bid shall be considered as though no preference was available to the bidder.

The cost of the Louisiana products must not exceed the cost of other materials, supplies, or equipment which are manufactured, processed, produced, or assembled outside the state by more than the percentage allowed in LA R.S. 38:2251 et Seq.

Article 9 – Erasures

Bidders should avoid making erasures, delineation's and other corrections on bids, since such may make it difficult for the Sheriff's Office to ascertain the information contained in the bid. In the event that a bidder must make such corrections to a bid, the corrections shall be initialed by vendor and made in such a manner that the information contained on the bid form can be fairly and reasonable discerned and ascertained by the Sheriff's Office. The Sheriff's Office shall have the right to reject any bid in the event that it is unable to reasonably determine the information and quotations supplied by the bidder therein.

Article 10 – Prices

Prices are to include the furnishing of all materials, plant, equipment, tools, delivery, and all other facilities, and the performance of all labor services necessary or proper for the completion of the work except as may be otherwise expressly provided in the detailed specifications.

When called for on the quotation form, prices should be shown both in words and in figures. In the event of a discrepancy between the prices quoted in words and those quoted in figures, the words shall control. In the event that the bidder does not show prices in both words and in figures, the bid shall be tabulated in accordance with the form of the price provided. In case of a conflict between unit prices and the extended total price, the unit price shall govern. The Sheriff's Office reserves the right to reject any bid in the event that discrepancies in the prices quoted therein prevents the Sheriff's Office from making a fair determination of the quoted prices.

Article 11 – Understanding of Bidder

In making his bid, each bidder represents that: he has read and understands the bid documents and his bid is made in accordance herewith; his bid is based upon the specifications described in the bid documents; any and all exceptions to specifications are so noted in said documents.

Article 12 – Withdrawal of Bid

The bidder agrees that this bid shall be good and may not be withdrawn for a period of sixty (60) days after the bid openings.

At any time prior to the scheduled closing time for the receipt of quotations, a bidder may withdraw his quotation. After scheduled closing time for the receipt of quotations, no bidder will be permitted to withdraw his quotation, unless said award is delayed for a period exceeding thirty (30) days.

Article 13 – Submission and Opening of Bid

All bids shall be submitted to the location specified.

1. **All bids shall be enclosed in a sealed envelope, which will be marked with the name and number of the bid being submitted.** The bid shall be either mailed to the East Baton Rouge Parish Sheriff's Office, Purchasing Department, P. O. Box 3277, Baton Rouge, Louisiana 70821, or hand delivered to

Instructions to Bidders

the East Baton Rouge Parish Sheriff's Office Purchasing Department Room 286, 222 St. Louis Street, Baton Rouge, Louisiana 70821 (Governmental Building.)

Bids may also be submitted electronically: * **Bid related information also available on line and bids may also be submitted on line at: www.centralbidding.com**

2. The "Notice to Bidders" designates the date and time of the bid opening. Bids will be received until the stated date and time. The responsibility for timely delivery rests solely with the bidder and late bids arriving after the stated date and time will not be considered.
3. Unless otherwise advertised, bids will be called for at 10:00 A.M. and will be opened and read aloud in Room 286 on the second floor of the Governmental Building.

Article 14 – Quantities

Unless otherwise stated in the bid specifications, quantities listed are approximations only and the East Baton Rouge Parish Sheriff's Office will not be held bound to those approximate quantities. All orders will be on an "as needed" basis.

Article 15 – Option to Renew

When indicated in the bid specifications and bid form, this contract may be extended for an additional renewal period(s) of the same duration as the original contract, at the same prices and terms, at the option of the East Baton Rouge Parish Sheriff's Office and the acceptance by the contractor.

Article 16 – Bid Conference

When indicated in the bid specifications, the Sheriff's Office may conduct a pre-bid conference in order to allow prospective bidders to better familiarize themselves with the bid specifications, and the requirements of the Sheriff's Office for the items let for bid. Vendors shall be required to comply with any requirements regarding the bid, which are set forth during the pre-bid conference. In the event that the pre-bid conference has been designated as mandatory, attendance at the pre-bid conference shall be a prerequisite for the submission of a bid by the vendor. Bids from vendors who have not attended a mandatory bid conference, as required by the bid specifications, shall be returned unopened.

Article 17 – Food Purchases

With regard to bids for food and related items, the delivery dates set forth in the bid specifications shall be binding on the vendor. **The Sheriff's Office will not accept backorders for food deliveries.** Vendors who anticipate a failure to meet a required date for the delivery of food and related items shall notify the Sheriff's Office no later than 72 hours prior to the specified delivery date. In the event that a vendor is unable to make a scheduled delivery, the Sheriff's Office reserves the right to purchase the food items needed for a specified delivery date from any other vendor in a manner that is consistent with state law and which is in the best public interest.

The Sheriff's Office reserves the right to reject any and all future bids for food and related items from vendors who fail to meet the requirements of this article. Alternatively, the Sheriff's Office may require that the vendor post a bid performance bond in a form and amount that is acceptable to the Sheriff's Office prior to the acceptance of any future bids from the vendor.

SECTION 1) Chemical Product and Supplier's Identification

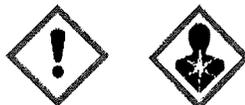
Product ID : 586961
Product Name : SYNGARD FULL SYN 5W30 DEXOS 1 BLEND
Revision Date : 10/06/2014
Manufacturer's Name : Martin Lubricants
Address : 484 East 6th Street Smackover, AR, US, 71762
Emergency Phone : CHEMTREC: 1-800-424-9300 Date Printed : 10/06/2014
Information Phone : 870-864-7800
Product/Recommended Uses: Lubricating oil

SECTION 2) Hazards Identification

Classification:

Carcinogenicity - Category 1
Acute Toxicity - Category 4 (Inhalation)

Pictograms:



Signal Word:

Danger.

Hazard Statements:

May cause cancer.
Harmful if inhaled.

Precautionary Statements - General:

Read label before use.
If medical advice is needed, have product container or label at hand.
Keep out of reach of children.

Precautionary Statements - Prevention:

Wear protective gloves/ protective clothing/ eye protection/ face protection.
Obtain special instructions before use.
Do not handle until all safety precautions have been read and understood.
Avoid breathing dust/fume/gas/mist/vapors/spray.
Use only outdoors or in a well-ventilated area.

Precautionary Statements - Response:

IF INHALED: Remove person to fresh air and keep comfortable for breathing.
If exposed or concerned: Get medical advice/attention.
Call a POISON CENTER/doctor if you feel unwell.

Precautionary Statements - Storage:

Store locked up.

Precautionary Statements - Disposal:

Dispose of contents/container to disposal recycling center.
Under RCRA it is the responsibility of the user of the product to determine at the time of disposal whether the product meets RCRA criteria for hazardous waste. Waste management should be in full compliance with federal, state and local laws.

SECTION 3) Composition / Information on Ingredients

CAS	Chemical Name	% by Weight
0064742-54-7	MINERAL OIL, PETROLEUM DISTILLATES, HYDROTREATED (MILD) HEAVY PARAFFINIC	55% - 74%
0064742-55-8	MINERAL OIL, PETROLEUM DISTILLATES, HYDROTREATED (MILD) LIGHT PARAFFINIC	10% - 21%
0039355-35-6	MINERAL OIL	8% - 17%
0068649-42-3	ZINC ALKYL DITHIOPHOSPHATE	0.1% - 1.9%

SECTION 4) First-aid Measures

Inhalation:

Remove source of exposure or move person to fresh air and keep comfortable for breathing. Call a POISON CENTER/doctor if you feel unwell. IF exposed or concerned: Get medical advice/attention.

Eye Contact:

If irritation occurs, cautiously rinse eyes with lukewarm, gently flowing water for 15-20 minutes, while holding the eyelids open. If eye irritation persists: Get medical advice/attention.

Skin Contact:

Rinse/wash with lukewarm, gently flowing water and mild soap for 5 minutes or until product is removed. If skin irritation occurs or you feel unwell: Get medical advice/attention.

If exposed or concerned: Get medical advice/attention.

Ingestion:

Immediately call a POISON CENTER/doctor. Do NOT induce vomiting. If vomiting occurs naturally, lie on your side, in the recovery position.

If exposed or concerned: Get medical advice/attention.

SECTION 5) Fire-fighting Measures

Suitable Extinguishing Media:

Dry chemical, foam, carbon dioxide water spray or fog is recommended. Water spray is recommended to cool or protect exposed materials or structures. Carbon dioxide can displace oxygen. Use caution when applying carbon dioxide in confined spaces. Simultaneous use of foam and water on the same surface is to be avoided as water destroys the foam. Sand or earth may be used for small fires only.

Unsuitable Extinguishing Media:

Do not use water in a jet.

Specific Hazards in Case of Fire:

Hazardous combustion products may include: A complex mixture of airborne solid and liquid particulates and gases (smoke), carbon monoxide, unidentified organic and inorganic compounds.

Oxides of C, P and S. Additional byproducts include hydrogen sulfide, alkyl mercaptan and other sulfides.

Dense smoke may be generated while burning. Toxic fumes, gases or vapors may evolve on burning. Heavy flammable vapors may settle along ground level and low spots to create an invisible fire hazard. The vapors may extend to sources of ignition and flash back.

Fire-fighting Procedures:

Isolate immediate hazard area and keep unauthorized personnel out. Stop spill/release if it can be done safely. Move undamaged containers from immediate hazard area if it can be done safely. Water spray may be useful in minimizing or dispersing vapors and to protect personnel.

Special protective actions:

Wear protective pressure self-contained breathing apparatus (SCBA) and full turnout gear.



DESCRIPTION

SynGard™ Full Synthetic Engine Oils provide the ultimate protection for all passenger cars, SUVs, and light trucks manufactured or sold in North America. These oils use state-of-the-art additives and synthetic basestocks to meet the highest requirements of API and OEMs for warranty coverage and engine protection. When used according to manufacturers recommendations, these oils are fully certified for oil change intervals of 7,500 or more miles. Extended drain intervals are determined by type of driving and may be 10,000 miles or more in certain conditions. This product provides maximum resistance to high temp oxidation and exceptional low temp performance.

This product meets OEM warranty requirements and may be used in any vehicle sold in North America where API SN, SM, SL, SJ, CF, or earlier designations are recommended. These oils are API approved and licensed with all grades meeting demanding ILSAC GF-5 requirements for volatility and oxidation resistance. SynGard Full Synthetic 5W-20 and 5W-30 Engine Oil is approved and licensed by General Motors® for service fill under dexos1™ service fill specifications.

BENEFITS

- ❑ Improved engine robustness and cleanliness
- ❑ Improved fuel economy and fuel economy retention
- ❑ Extended emission control and catalyst protection
- ❑ Full synthetic engine protection under extreme cold or hot temperatures
- ❑ Added oil emulsion specification for E85 vehicle protection
- ❑ Outstanding low temperature flow properties for cold weather startup
- ❑ Outstanding energy conserving properties for highest mileage
- ❑ Outstanding anti-wear, oxidation control and friction control.

APPLICATION

- All passenger cars, light trucks and SUV's sold in North America
- Municipal fleets where maximum mileage and minimum maintenance is desired
- Performance engines including supercharged or turbocharged applications

PERFORMANCE

License & Approvals

- API - SN
- ILSAC - GF-5 in all grades, Resource Conserving
- General Motors - FS 5W-20 dexos1™ - RB1D0823038 (service fill); FS 5W-30 dexos1™ - RB1B0216038 (service fill)

Performance Levels

- API - SM, SL, SH/CF and all earlier passenger car designations
- ACEA 0W-20 - A1/B1; 0W-30 - A3/B3, B4; 5W-XX - A1, A4/B1, B4; 10W-XX - A1, A4/B1, B4
- Chrysler Motors - 0W-20 - MS6395
- General Motors - 5W-30 - GM6094M, GM4718M

TYPICAL PROPERTIES	METHOD	0W-20	0W-30	0W-40	5W-20	5W-30	10W-30
ILSA - API Service Rating	D-4052	GF-5 SN/RC					
API Gravity	D-1298	35.1	35.3	36.7	34.5	34.3	33.9
Viscosity, cSt at 40°C	D-445	38.5	45.2	73.4	48.3	52.4	58.4
Viscosity, cSt at 100°C	D-445	8.8	10.4	12.7	8.9	10.9	11.6
Viscosity Index		220	228	174	167	206	198
Cold Crank Simulator	D-5293						
-35°C		5,980	4,460	5,744	-	-	-
-30°C		-	-	-	4,650	5,017	-
-25°C		-	-	-	-	-	3,574
Low Temp Pumping	D-4684						
-40°C		19,800	24,200	25,300	-	-	-
-35°C		-	-	-	20,900	29,000	-
-30°C		-	-	-	-	-	11,300
High Temp/High Shear	D-5481	2.7	3.0	3.2	2.8	3.2	3.3
Noack Volatility, %	D-5800	12.6	12.8	10.9	9.9	10.5	9.1
Neutralization (TBN)	D-2896	6.9	6.9	6.4	7.2	7.2	7.4
Flash Point, °C (°F)	D-92	216 (421)	216 (421)	228 (442)	228 (442)	218 (424)	224 (435)
Pour Point, °C (°F)	D-97	-39 (-38)	-39 (-38)	-38 (-36)	-39 (-38)	-38 (-36)	-38 (-36)



NOTE:

The information on this Product Data Sheet is believed to be accurate and is typical of current production.

Specifications are subject to change without notice.

This engine oil's service level is in accordance with the latest version of SAE J300 Engine Oil Viscosity Classification and SAE J183 Engine Oil Performance and Engine Service Classification.

Health And Safety Information See separate Safety Data Sheets available on request.

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