



VIRGINIA SHERIFFS' ASSOCIATION

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901 East Byrd Street, Suite 1301, Richmond, VA 23219

MEMORANDUM

TO: Virginia Tire Manufacturers

FROM: Jason Bennett
Virginia Sheriffs' Association

DATE: October 5, 2023

RE: 2023/2024 - Tire Contract Year

This letter serves as the Association's official solicitation to tire manufacturers for the Virginia Sheriffs' Association's (VSA) 2023-2024 Tire Procurement contract year. We welcome all tire manufacturers within the Commonwealth of Virginia to participate this upcoming year.

The VSA is excited to continue working collaboratively with all tire manufacturers to provide all public bodies in the Commonwealth of Virginia a convenient and beneficial way of purchasing tires and related services. We hope that you will be interested in participating in this year's bidding process.

Enclosed, you will find the Invitation for Bid and Advertisement and official calendar for Tire Bid 24-03-1107. Within this Invitation for Bid, you will be provided with information regarding bid submissions, how to access the Association's Terms and Conditions, along with other important documentation. To participate, all manufacturers must register online at <https://vasheriff.org/procurement/vendor-registration/>.

We hope you will participate in this year's bidding process. Please contact Kaylyn Mitman at kmitman@virginiasheriffs.org or at 919-459-6471 should you have any questions regarding your registration or overall participation.

I look forward to working with you. Please contact me at 919-459-8195 or jbennett@virginiasheriffs.org if you have any questions or need additional information on the Association's Tire Procurement Program.

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INVITATION FOR BID AND ADVERTISEMENT

TIRE PROCUREMENT PROGRAM

The Virginia Sheriffs' Association (VSA) invites interested Bidders to submit bids in accordance with these solicitation documents. The purpose of this solicitation is to establish a contract for the purchase of tires. The technical specifications describe the product in more detail and are available upon request for a complete bid package from the Contract Administrator.

The contract term is to begin on November 20, 2023, and to end November 19, 2024.

As more specifically stated in the Instructions to Bidders, the following anticipated timeline applies to this solicitation:

BID NUMBER:	24-03-1107
BID TITLE:	TIRES & RELATED SERVICES
ADVERTISEMENT DATES:	OCTOBER 5, 2023
BIDDING OPENS:	OCTOBER 26, 2023
BIDDING CLOSSES:	NOVEMBER 7, 2023 AT 12 NOON EST
ELECTRONIC BID SUBMISSIONS AND ALL REQUIRED DOCUMENTS DUE TO KMITMAN@VIRGINIASHERIFFS.ORG:	NOVEMBER 7, 2023 AT 12 NOON EST

PRICE SHEETS AND ALL REQUIRED BID DOCUMENTS MUST BE SUBMITTED VIA EMAIL TO KMITMAN@VIRGINIASHERIFFS.ORG. INDICATE IN THE EMAIL SUBJECT LINE THE BID NUMBER AND TITLE. ALL PRICE SHEETS MUST BE RECEIVED ON OR BEFORE THE DATE AND TIME NOTED ABOVE. NO HARD COPY BID SUBMISSIONS WILL BE ACCEPTED.

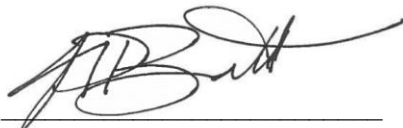
ALL QUESTIONS PERTAINING TO THIS BID SHOULD BE DIRECTED TO JASON D. BENNETT WITH THE VIRGINIA SHERIFFS' ASSOCIATION AT (919) 459-8195 OR JBENNETT@VIRGINIASHERIFFS.ORG.

BIDDERS ARE HEREBY ADVISED THAT THE VSA CONTRACT ADMINISTRATOR RESERVES THE RIGHT TO REJECT ANY PRICE SHEET PROPOSAL NOT CONSIDERED TO BE

COMPETITIVE IN NATURE BASED ON THE BEST PRICING INFORMATION AVAILABLE. FURTHERMORE, THE VSA CONTRACT ADMINISTRATOR RESERVES THE RIGHT TO REJECT ANY OR ALL PRICE SHEETS, IN WHOLE OR IN PART, AND/OR MAKE AWARDS EITHER AS INDIVIDUAL ITEMS OR AS A TOTAL COMBINED BID, WHICHEVER THEY CONSIDER TO BE IN THE BEST INTEREST OF ALL PUBLIC BODIES IN THE COMMONWEALTH OF VIRGINIA, AND TO WAIVE ANY INFORMALITY IN ANY PROPOSAL.

SPECIFICATIONS AND SOLICITATION DOCUMENTS MAY BE OBTAINED BY BONA FIDE BIDDERS VIA THE VSA WEBSITE AT WWW.VASHERIFF.ORG. VENDORS WHO WISH TO PARTICIPATE IN THIS INVITATION TO BID SHOULD REGISTER AS A VENDOR ON THE VSA WEBSITE (WWW.VASHERIFF.ORG).

PLEASE CONTACT KAYLYN MITMAN, VSA COOPERATIVE BID COORDINATOR, AT (919) 459-6471 OR KMITMAN@VIRGINIASHERIFFS.ORG FOR REGISTRATION INFORMATION OR VISIT [HTTPS://VASHERIFF.ORG/PROCUREMENT/VENDOR-REGISTRATION/](https://vasheriff.org/procurement/vendor-registration/).



Jason D. Bennett
Virginia Sheriffs' Association

10/5/2023

Date



**Virginia Sheriffs' Association
2023-2024 Tire Procurement Calendar
Bid 24-03-1107**

Program Introduction and Solicitation		
VSA Tire Bid Item	Start Date	Due Date
Information to all Manufacturers	October 5, 2023	October 5, 2023
Invitation to Bid and Advertisement	October 5, 2023	October 5, 2023
NAPC Advertisement	October 5, 2023	October 5, 2023
New/Updated Model Specification Review		
VSA Tire Bid Item	Start Date	Due Date
Bid Package to all Manufacturers	October 12, 2023	October 12, 2023
Bid Finalization and Announcement		
VSA Tire Bid Item	Start Date	Due Date
Bid Period Open	October 26, 2023	November 7, 2023 at 12 noon EST
Deadline to Submit all Bid Requirements to kmitman@virginiasheriffs.org	November 7, 2023 at 12 noon EST	November 7, 2023 at 12 noon EST
Bid Tabulation Results Posted	November 7, 2023	November 7, 2023 by 5:00 pm EST
Viewing of Bid Tabulation Results by VSA	November 8, 2023	November 15, 2023
Intent to Award Published by VSA	November 16, 2023	November 16, 2023
Bid Award Announcement and Publication	November 20, 2023	November 20, 2023