

Purchasing Guide

Bid/RFP Title: BID 24-080AF School Bus Parts
(non-mechanical)

Contract Term: July 22, 2024 to July 23, 2030

Quote and PO Instructions

A quote must be received from the vendor prior to entering the requisition, to ensure APS receives the contracted pricing.

Information to give the Vendor when requesting a quote:

When requesting a quote, provide the following information to the vendor to ensure you receive the discounted, contract pricing.

1. Albuquerque Public Schools Contract: Bid No. 24-080AF, School Bus Parts (non-mechanical)
2. APS Price Agreement (PA) number (see list below)
3. Any additional reference information listed below with vendor information
4. APS Site's "Ship To" address (your location)
5. List of items to be quoted
6. Your APS contact information, in case the vendor has a question regarding your request
7. Instruct the vendor to send you the quote via email in PDF format

Header Comments:

The following information must be entered on the requisition in the "Comments to Print on Purchase Orders" section of the Header.

RQ

PA (depending on vendor being utilized)

Bid No. 24-080AF

Bid Title: School Bus Parts (non-mechanical)

Term: July 22, 2024 to July 23, 2030

Board Approved:

Quote #

Quote Date:

Quote Prepared by:

Awarded Vendor

Buck's Wheel and
Equipment

Vendor

41766

PA#

16529

Vendor Name

Sandra Laxson

Email

sandra@buckswheel.com

Awarded Vendor

Neopart Transit, LLC

Vendor

51507

PA

16530

Vendor Name

Kere Frey

Email

kfrey@neopart.com

<u>Awarded Vendor</u>	<u>Vendor #</u>	<u>PA#</u>	<u>Vendor Name</u>	<u>Email</u>
O'Reilly Automotive Stores Inc.	33514	16531	Roanen Barron	probids@oreillyauto.com