

276-403-5354

## REQUEST FOR SEALED BID

**City of Martinsville  
P. O. BOX 1112  
Martinsville, Va. 24114-1112**

FAXES AND EMAILS NOT ACCEPTED

**REPLY TO:** Karen Mays, Purchasing Agent  
Robin Legus, Purchasing Technician

For inquiries only: [kmays@ci.martinsville.va.us](mailto:kmays@ci.martinsville.va.us)  
[rlegus@ci.martinsville.va.us](mailto:rlegus@ci.martinsville.va.us)

**Quote F. O. B. Martinsville, VA.**

This is an inquiry not an order. Please attach this page with any submittals. The City of Martinsville reserves the right to accept or reject any and all bids, to purchase any part of the whole of items bid upon, to waive any informalities, and to award this bid as determined to be the most advantageous to the City.

If this is a sealed bid, all bids must be hand delivered to the Central Warehouse, 300 Fishel Street, Martinsville, VA 24112-3248 or mailed to the P.O. Box 1112 address listed

Bids are subject to the City's Purchasing Manual and Virginia Public Procurement Act.

Issue Date:	Reply Not later Than:	Date Delivery Requested:
01/18/2012	01/31/2012 @2:00PM	
1. Irby	4. Gexpro	
2. HD Supply Utilities	5. National Transformer	
3. Graybar	6. Martini & Associates	
Quantity	Description	Unit Price
	Sealed bids will be received until 2:00 p.m. on Tuesday, January 31 <sup>st</sup> , 2012, by the City of Martinsville to contract with a firm for the purchase of the following:	
15 Ea	25KVA Conventional Pole Mount Transformers, 120/240V, Double Bushings, Single Phase, 7200/12470Y, as per attached bid specifications	
*****	All information must be completed on loss data sheet that is provided for you to be eligible for this bid.	
	Please check for accuracy on your loss data information.	
	Quote F.O.B. Martinsville, VA. Freight prepaid and allowed.	
	Please give your delivery schedule: _____	
Point of Shipment:	FOB: MARTINSVILLE, VA Freight Prepaid and Allowed	Promised Delivery Date:
Terms:	Quotation date:	Authorized Signature:

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Issue Date:	Reply Not later Than:	Date Delivery Requested:	
1.	4.		
2.	5.		
3.	6.		
Quantity	Description	Unit Price	Amount
	<b>Bids will be opened in the office of the Purchasing Agent</b>		
	<b>Karen Mays, Central Warehouse, 300 Fishel Street,</b>		
	<b>Martinsville, Va. 24112. There will not be a formal</b>		
	<b>bid opening; a bid tabulation will be emailed to you</b>		
	<b>within 48 hours of the bid opening date. You may send</b>		
	<b>your bid to the Fishel Street address by FedEx, UPS or</b>		
	<b>in person. You may mail your bid to the City of</b>		
	<b>Martinsville, PO Box 1112, Martinsville, Va. 24114-1112.</b>		
	<b>In the lower left hand corner of envelope put</b>		
	<b>"25 KVA Transformers" and the bid opening date and</b>		
	<b>time.</b>		
	<b>Evaluated Cost will be a determining factor.</b>		
	<b>Delivery Schedule may be used in tabulating this bid.</b>		
	<b>The City of Martinsville reserves the right to accept or</b>		
	<b>reject any and all bids, to waive any informalities, to</b>		
	<b>determine equality, and to award this bid as determined</b>		
	<b>to be advantageous to the City.</b>		
	<b>For more information contact Robin Legus by email</b>		
	<b>at <a href="mailto:rlegus@ci.martinsville.va.us">rlegus@ci.martinsville.va.us</a>.</b>		
	<b>Please print your name: _____</b>		
	<b>Please give us your email address: _____</b>		
Point of Shipment:	<b>FOB: MARTINSVILLE, VA</b> <b>Freight Prepaid and Allowed</b>	<b>Promised Delivery Date:</b>	
Terms:	Quotation date:	Authorized Signature:	

## **Distribution Transformer Specifications, with taps**

### **General**

All characteristics, definitions, and terminology, except as specifically covered in this specification, shall be in accordance with the latest revision of the following ANSI and NEMA standards.

**C57.12.00** - IEEE Standard General Requirements for Liquid-Immersed Distribution, Power and Regulating Transformers.

**C57.12.20** – Overhead Type Distribution Transformers, 500 KVA and Smaller, High Voltage, 34500 Volts and Below: Low Voltage, 7970 / 13800 Y Volts and Below.

**C57.12.35** – Bar Coding for Distribution Transformers

**C57.12.90** – IEEE Standard Test Code for Liquid-Immersed Distribution, Power and Regulating Transformers and IEEE Guide for Short-Circuit Testing of Distribution and Power Transformers.

**C57.12.91** – Guide for Loading Mineral Oil Immersed Overhead and Pad-Mounted Transformers Rated 500 KVA and Less with 55 Degree C or 65 Degree C Average.

**Type:** Single Phase 60 Hz, Oil Insulated, Self- Cooled, Pole Mountable Distribution Transformer

**Primary Voltage:** 12470 GRD Y/7200 Volts, 95 KV BIL

**Secondary Voltage:** 120/240 Volt 30 KV BIL

**No-load Tap Changer:** Should be furnished with two-2-1/2% full rated taps below rated high voltage and two 2-1/2% full rated taps above rated high voltage.

**Primary bushings:** Two top mounted porcelain bushings, insulated for 12,470 volts

**Windings:** Primary windings shall be copper.

Impedance shall be between 1.9 and 2.5 percent based on nameplate rating

Transformer shall have the KVA rating in 2-1/2" high figures stenciled in contrasting colors on two sides of the transformer. One marking shall be located beneath the secondary bushings and the other located diametrically opposite.

### **Tank**

1. The tank shall be provided with a stainless cover ring loop and stainless steel bolts. A bronze nut shall be provided to eliminate corrosion problems and avoid galling.
2. Standard accessories as specified by ANSI C57.12.20
  - Support Lugs (Mounting Brackets) centered beneath the high voltage bushings
  - Internal Liquid Level Marking
  - Lifting Lugs

Pressure Relief Device (35 scfm flow rate)  
Instructional Nameplate  
Tank Grounding Provisions  
Low Voltage Grounding Provisions  
Lightning Arrester Mounting Provisions

3. Tanks coating shall meet all requirements of **ANSI C57.28** including
  - Salt Spray test
  - Crosshatch Adhesion Test
  - Humidity Test
  - Impact Test
  - Oil Resistance Test
  - Ultraviolet Accelerated Weathering Test
  - Abrasion Resistance – Taber Abraser

## **Testing**

All units are subject to routine tests as prescribed in **ANSI C57.12.00**. In addition, impedance, voltage and load loss tests are considered to be routine.

**Note:** The words NON-PCB Less Than 1PPM, must be engraved in the nameplate.

Acceptable brands are GE, Cooper, ABB, Kuhlman, Ermco and Howard.

**LOSS DATA TO BE COMPLETED BY BIDDER**

Loss Data Information

<u>Manuf.</u>	<u>KVA</u>	<u>QTY</u>	<u>PP</u>	TNLL <u>In Watts</u> <u>@ 85 C</u>	LL <u>In Watts</u> <u>@ 85 C</u>	Evaluated <u>Cost</u>
_____	_____	_____	_____	\$_____+(\$3.00 x _____)+(\$1.00 x _____)= _____		
_____	_____	_____	_____	\$_____+(\$3.00 x _____)+(\$1.00 x _____)= _____		
_____	_____	_____	_____	\$_____+(\$3.00 x _____)+(\$1.00 x _____)= _____		
Total Purchase Price \$_____				Total Cost of Ownership \$_____		

ADDITIONAL COMMENTS, EXPLANATIONS, OR EXCEPTIONS

<u>Manuf.</u>	<u>KVA</u>	<u>% 1X</u>	<u>%Z @ 85 C</u>	<u>Total Losses @ 85 C</u>	<u>Weight</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**Bidder**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**By**

**Date**

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**Address**

## **NEGOTIATION**

**In the event the bid from the lowest responsible bidder exceeds available funds, the City may negotiate with the apparent low bidder to obtain a contract price within available funds. The procedures for such negotiations shall be as follows:**

- a. City, Engineer, and apparent low bidder together will review the project and attempt to find mutually agreeable proposed changes that will effectively reduce the cost of the project.**
- b. Apparent low bidder will present reasonably documented and substantiated proposed deductions in project cost for each potential project change, which will allow City to evaluate each proposed deduction.**
- c. The parties will attempt to negotiate and sign a reasonable contract for the entire project, the price of which does not exceed available funds.**