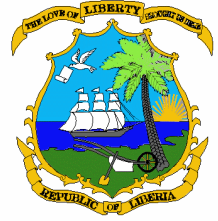


REPUBLIC OF LIBERIA
CENTRAL BANK OF LIBERIA



REQUEST FOR PROPOSAL/BID
FOR THE
PROVISION OF VEHICLES MAINTENANCE AND
REPAIR SERVICES
RFP#: CBL/RFP/02/2025

ISSUANCE DATE: JANUARY 20,2025

SUBMISSION DATE: FEBRUARY 7, 2025

INVITATION TO BID

CENTRAL BANK OF LIBERIA
Lynch & Ashmun Streets
1000 Monrovia 10, Liberia

Company's Address

Re: Letter of Invitation to Bid – Provision of Vehicles Maintenance and Repair Services.

Dear Sir/Madam:

The Central Bank of Liberia (CBL) hereby solicits bids for ***the provision of Vehicles Maintenance and Repair Services (RFP No.: CBL/RFP/02/2025)*** for the period January 1, 2025, to December 31, 2025.

Accordingly, the CBL invites interested business entities to pick up the solicitation document from the Bank's head office on the corner of Ashmun and Lynch Streets beginning Monday, January 20, 2025. The document will be available at the Procurement Section of the General Support Services Department (GSSD).

Sealed Proposal may be delivered to the Procurement Section of the General Support Services Department (GSSD) on the 7th floor of the CBL Head Office no later than **3:00 PM on Friday, February 07, 2025, in hard copies or electronically to procurement@cbl.org.lr. Electronic submission should be password protected.** Late submission of proposal will not be accepted.

Signed: _____

Francis Leo Yancy Sr. (Cllr.)
DIRECTOR
General Support Services Department

Instructions to Bidders (ITB)

A. Introduction

- 1. Scope of Bid**
- 1.1 The **Central Bank of Liberia** (hereinafter referred to as the Purchaser) wishes to receive bids for provision of vehicles maintenance and repair services for the Central Bank of Liberia (hereinafter referred to as the Service).
- 1.2 All bids are to be completed and returned to the Purchaser in accordance with these Instructions to Bidders.
- 2. Source of Funds**
- 2.1 The Purchaser shall fund this procurement from its approved budget to pay for the contract (hereinafter referred to as the “**Contract**”) for which this Invitation for bid is issued toward the provision of vehicles maintenance and repair services for Central Bank of Liberia fleet of vehicles.
- 2.2 Payments will be made only at the request of the Purchaser and upon approval by a designated official of the Central Bank of Liberia in accordance with terms and conditions of the contract agreement between the Purchaser and the Service provider (hereinafter referred to as the “**Contract**”), and will be subject in all respects to the Financial Administration of the Republic of Liberia. No party other than the Service provider shall derive any rights from the Contract or have any claims to the funds.
- 3. Eligible Bidders**
- 3.1 This Invitation for Bid is open to all eligible suppliers acceptable under the category of the services requested by the CBL.
- 3.2 State owned enterprises may participate only if they are legally and financially autonomous, operate under commercial law, and are not a dependent agency of the Purchaser.
- 4. Cost of Tender**
- 4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Purchaser will, in no case, be responsible or liable for those cost, regardless of the conduct or out come of the Biding process.

B. THE BID DOCUMENTS

- | | |
|--|--|
| 5. Content of Tender Documents | <p>5.1 The services required, bid procedures and contract terms are prescribed in the Bid Documents. In addition to the Invitation for Bid, the Bid Documents include:</p> <ul style="list-style-type: none"> a. Instruction to Bidding (ITB). b. Bid Data Sheet. <p>5.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bid Documents. Failure to furnish all information required by the Bid Documents or submission of a Bid not substantially responsive to the Bid Documents in every respect will be at the Bidder's risk and may result in the rejection of its Bid.</p> |
| 6. Clarification of Bid Documents | <p>6.1 A prospective Bidder requiring any clarification of the bid Documents may request the Purchaser in writing at the Purchaser's address indicated in Bid Data Sheet. The Purchaser will respond in writing or by email to any request for clarification of the bid documents which it receives no later than five (5) days prior to the deadline for the submission of Bid. The Purchaser's response (including an explanation of query without identifying the source of inquiry) will be sent in writing or email to all prospective bid, who have the bid Documents.</p> |
| 7. Amendment of Bid Documents | <p>7.1 At any time prior to the deadline for submission of Bid, the Purchaser may, for any reason, modify the Bid Documents by issuing Addenda.</p> <p>7.2 Any Addendum will be notified in writing to all prospective Bidders who have the bid Documents and shall be a part of the bid document.</p> <p>7.3 Where the Purchaser issues the Addendum very close to deadline for submission of bid, the Purchaser may extend the deadline for submission of bid in order to afford prospective Bidders a reasonable time to take the Addendum into account in preparing their Bid.</p> |

C. PREPARATION OF BID

- 8. Language of Bid** 8.1 The Bid prepared by the Bidder and all correspondence and supporting documents relating to the bid exchanged by the bid and the Purchaser, shall be written in the English language.
- 9. Bid Price** 9.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the services it proposes to deliver under the contract.
- 10. Currency of Bid** 10.1 Prices shall be quoted in United States Dollars.
- 11. Document Establishing Bidder's Eligibility and Qualifications** 11.1 The documentary evidence of the Bidder's qualifications to perform the contract if its Bid is accepted shall establish to the Purchaser's satisfaction:
- a. that the Bidder has the financial and technical capability necessary to provide the services

 - c. that the Bidder meets the Qualifications as specified in Bid Data Sheet.

- 12. Bid Security** 12.1 In order to encourage greater competition by limiting the barriers to bidders participation, bid security submission is hereby waived. Thus, bid security IS NOT required for this tendering process.
- 13. Period of Validity of Bids** 13.1 Bids shall remain valid for the period as specified in the *bid Data Sheet* after the date of Tender opening prescribed by the Purchaser. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.
- 13.2 In exceptional circumstances, the Purchaser may solicit the Bidders' consent to an extension of the period of bid validity. The request and the responses thereto shall be in writing or by email. The validity of Bid Security period shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request will not be required nor permitted to modify its bids.
- 14. Format and Signing of Bids** 14.1 The Bidder shall prepare one original document comprising the bid and clearly marked "**ORIGINAL**". In addition, the Bidder shall submit Four (4) copies of the bid and clearly marked as "**COPIES**". In the event of discrepancy between them, the original shall prevail.
- 14.2 The original and copy of the bid shall be typed written and shall be signed by the Bidder or a person or persons duly authorised to sign on behalf of the Bidder. The letter of authorization shall be indicated by written power-of-attorney accompanying the bid. All pages of the bid, where entries or amendments have been made, shall be initialed by the person or persons signing the Tender.

D. SUBMISSION OF BIDS

- 15. Sealing and Marking of bids** 15.1 The Bidder shall seal the original and the copy of the bids in two inner envelopes and an outer envelope, duly marking the inner envelopes as "Original" and "Copy".
- 15.2 The inner and outer envelopes shall:
- a. Be addressed to the Purchaser at the address given in the *Bid Data Sheet*:

- c. Provide a warning “**Not to Open Before**” the time and date for bid opening as specified in the *Bid Data Sheet*.

- 15.3 If the outer envelope is not sealed and marked as required the Purchaser will assume no responsibility for the bid misplacement or premature opening.

16. Deadline for Submission of Bids

- 16.1 Bid must be received by the Purchaser at the address and no later than the time and date specified in the *Bid Data Sheet*.

- 16.2 The Purchaser may, at their discretion, extend the deadline for the submission of bids by issuing an amendment, in which case, all rights and obligations of the Purchaser and Bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

17. Late Bids

- 17.1 Any Bid not received within the date and time specified in the Bid Data Sheet will not be accepted and will be returned unopened.

18. Process to be Confidential

- 18.1 Information relating to the examination, clarification, evaluation, and comparison of bids and recommendations for the Award of Contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the Award to the successful Bidder has been announced.

19. Clarification of bids

- 19.1 To assist in the examination, evaluation and comparison of Bids, the Purchaser may, at its discretion, ask any Bidder for clarification of its bids, including breakdowns of unit rates. The request for clarification and the response shall be in writing and no change in the price or substance of the Tender shall be sought, offered or permitted, except as required to confirm the correction of arithmetic errors discovered by the Purchaser in the evaluation of the bids.

20. Examination of Bids and

- 20.1 The Purchaser will determine whether each Bid:

**Determination
of
Responsiveness**

- a. meets the eligibility criteria
- b. has been properly signed.
- c.
- d. is substantially responsive to the requirements of the Tender documents.

20.2 Arithmetical errors will be rectified on the following basis:

- i. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of the errors, its bids will be rejected.
- ii. If there is a discrepancy between words and figures, the amount in words may prevail.

20.3 Prior to the detailed evaluation, the Purchaser will determine the substantial responsiveness of each Bid to the bid Documents. A substantially responsive Bid is one, which conforms to all the terms and conditions of the bid Documents without material deviations. The Purchaser's determination of a Bidder's responsiveness is to be based on the contents of the bid itself. A material deviation or reservation is one:

- a. which affects in any substantial way the Scope, Quality, or Performance of the Contract.
- b. which limits in any substantial way, inconsistent with the bid documents, the Purchaser's rights or the Bidder's obligations under the contract; or
- c. whose rectification would affect unfairly the competitive position of other Bidders presenting substantially responsive bids.

20.4 A bid determined as not substantially responsive will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction.

- 21. Evaluation and Comparison of Bids**
- 21.1 The Purchaser will evaluate and compare only the Tenders determined to be substantially responsive.
- 21.2 The Purchaser's evaluation of a bids will be on the basis of bid Price.
- 21.3 The Purchaser's evaluation of a bids will consider, in addition to the bid Price one or more of the following factors as specified in the *Bid Data Sheet*:
- e. Other specific criteria indicated in the *Bid Data Sheet* and/or in the Technical Specifications.
- 22. Contacting the Purchaser**
- 22.1 No Bidder shall contact the Purchaser on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded. If the bidder wishes to bring additional information to the notice of the Purchaser, it should do so in writing.
- 22.2 Any effort by a Bidder to influence the Purchaser in the Purchaser's bid evaluation, bid comparison or contract award decisions may result in the rejection of the Bidder's bid

F. AWARD OF CONTRACT

- 23. Postqualification**
- 23.1 In the absence of prequalification, the Purchaser will determine to its satisfaction whether the Bidder selected as having submitted the lowest evaluated responsive bid is qualified to satisfactorily perform the Contract.
- 23.2 The determination will consider the Bidder's financial, technical capabilities/ resources. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Purchaser deems necessary and appropriate.
- 23.3 An affirmative determination will be a prerequisite for award of the Contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the

Purchaser will proceed to the next lowest evaluated bidder to make a similar determination of that Bidder's capabilities to perform satisfactorily.

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|---|------|--|
| 24. Award Criteria | 24.1 | Subject to Clause 34, the Purchaser will award the Contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined as the lowest-evaluated bidder, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily. |
| 25. Purchaser's Right to Vary Quantities at Time of Award | 25.1 | The Purchaser reserves the right at the time of award of Contract to increase or decrease by the percentage as specified in the <i>Bid Data Sheet</i> , the quality of services originally specified in the Schedule of Requirements without any change in unit prices or other terms and conditions. |
| 26. Purchaser's Right to Accept Any Bid and to Reject Any or All bid | 26.1 | The Purchaser reserves the right to accept or reject any bid, and at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Purchaser's action. |
| 27. Notification of Award | 27.1 | The Bidder whose bid has been accepted will be notified of the award by the Purchaser prior to expiration of the bid validity period by to confirmed by a letter that its bid has been accepted. |
| | 27.2 | The notification of award will constitute the formation of the Contract |
| | 27.4 | The contract will incorporate all Agreements between the Purchaser and the successful Bidder. |
| 28. Signing of Contract | 28.1 | At the same time as the Purchaser notifies the successful Bidder that its bid has been accepted, the Purchaser will call the successful Bidder to sign the Contract through Notification of Award. |
| | 28.2 | Within fourteen (14) days of receipt of the Notification of Award, the successful Bidder shall sign the Contract. |

- 29. Performance Security**
- 29.1 Within 14 days of receipt of notification of award from the Purchaser, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the Tender Documents; denominated in the type and proportion of amount as specified in the Notification of award.

Bid Data Sheet

Introduction
Name of Purchaser: Central Bank of Liberia
The Source of Fundings: CBL Budget FY 2025
Name of Contract: Vehicles Maintenance and Repair Services
RFP#: CBL/RFP/05/2025
<p>Invitation for Bids is open to all eligible service provider with:</p> <ol style="list-style-type: none"> a. Article of Incorporation b. Valid Business Registration c. Valid Tax Clearance d. Past performance records of previous and current customers, to include telephone numbers and email addresses. e. Audited financial statements for the last THREE (3) years (2021, 2022 & 2023)
<p>For Clarification of Bid purposes only, the Purchaser's Address is</p> <p>Attention:</p> <p style="padding-left: 40px;"> Francis Leo Yancy Sr. (Cllr.) Director General Support Services Department (GSSD) 7th floor Central Bank of Liberia Lynch & Ashmun Streets 1000 Monrovia 10 Liberia </p> <p style="padding-left: 40px;">Email: procurement@cbl.org.lr</p>
Purchaser can modify Bid documents before the Deadline for submission of Bids by issuing Addenda.
Language of the Bid: ENGLISH
BID PRICE AND CURRENCY
The price quoted should be in both currencies: United States Dollars (USD) and Liberian Dollars (LD)
PREPARATION AND SUBMISSION OF BID

EVALUATION AND QUALIFICATION REQUIREMENTS.	
<ul style="list-style-type: none"> i. Compliance Scope of Service. ii. Compliance as per specifications provided in bid documents submitted by bidder iii. It is not permissible to transfer this Bidding Document (BD) to any other company or vendor iv. Article of Incorporation v. Valid Business Registration vi. Valid Tax Clearance vii. Past performance records previous and current customers, telephone number and email address. viii. Audited financial statements for the last THREE (3) years (2021, 2022 & 2023) 	
Bid Validity Period: Sixty (60) days	
Number of Copies: One (1) Original and Four (4) Duplicate Copies	
Address for Bid Submission: Francis Leo Yancy Sr. (Cllr.) Director General Support Services Department (GSSD) 7th floor Central Bank of Liberia Lynch & Ashmun Streets 1000 Monrovia 10 Liberia Email: procurement@cbl.org.lr	
<u>Deadline for Bid submission:</u>	
Date: Friday, February 07, 2025 Time: 3:00 PM Place: Central Bank of Liberia	
<u>Bid Opening Schedule</u>	
Date of Bid Opening: Friday, February 07, 2025 Venue for Bid Opening: Bidders should gather on the 7th Floor, Procurement Section Bid Opening Time: At least 5 minutes after the deadline for submission	

BID EVALUATION

Criteria for Bid evaluation shall be on the bases of:

- i. **Compliance to scope of service.**
- ii. **Meeting the delivery terms and period as per schedule of requirements.**

- iii. Strong financial Liquidity.**
- iv. Capacity to deliver and provide reference and contacts numbers for previous customers supplied with the same services for the past five (5) years.**
- v. Post-qualification exercise by Evaluation Panel members to ascertain the accuracy, authenticity, and verification of information and capacity of Bidder; and**
- vi. Valid Business Registration Certificate, Tax Clearance Certificate, Article of Incorporation**
- vii. Audited financial statements for the last THREE (3) years (2021, 2022 & 2023)**

CONTRACT AWARD

Notification of Award shall be sent to the successful Bidder at any time prior to expiration of Bid Validity.

SCOPE OF SERVICES AND SUBMISSION INSTRUCTIONS

Cost Proposal

This solicitation releases with an outline of services with cost to be provided by the bidder, Exhibit A. Bidder must certify to its ability to not only perform the services, but to perform the services at the cost outlined. Bidder's cost proposal must remit separately from the Bidder's Bid and be entitled, "COST PROPOSAL / COMPANY NAME." The Bidder can attach Exhibit A with a statement certifying its ability to provide the services outlined and its agreement to provide the services at the cost noted on Exhibit A in satisfaction of this requirement.

Site Visit / Questions / Vendor Responses

Mandatory site visits will be held at a schedule to be arranged with bidder.

SCOPE OF SERVICES

The bidder must be able to provide the appropriate staffing resources, tools, parts, materials, supplies and diagnostic equipment to perform maintenance, repair, inspections, and other services, as needed. CBL's preference is for the bidder to have the ability to perform all required services; however, work may be subcontracted, upon approval of the CBL.

- a. Maintenance: Includes fluid and filter replacements on engine, tire rotations, brake and belt replacements, and service common to mechanical and electrical systems. The activities are typically in accordance with the original equipment manufacturer's recommended services.
- b. Repair: Includes replacement of defective or failed parts, and modifications to vehicles. Repair or replacement of engine, transmission, power train and wheels of vehicles.
- c. Other Services: Includes safety checks, roadside assistance, testing, tire replacement, and cleaning.
- d. Safety Checks: The Bidder will perform a safety check during all maintenance work, which includes, but is not limited to:
 - Tires: Visually check condition
 - Lights: Check directional signaling devices and emergency light systems for proper operation
 - Seat Belts: Check operation of seat belts
 - Windshield Wipers and Washers: Check condition of wiper blades and

level of washer fluid

- Fluid Levels: Check and fill fluid levels in oil, transmission, power steering pump, and master cylinder
 - Battery: Check condition of heatshield, hold-down clamps and cable ends, electrolyte level and clean top and terminals as needed
 - Exhaust System: Visually inspect complete exhaust system including catalytic converter and heat-shielding and inspect for leaks which could allow exhaust fumes to enter vehicle
 - Steering and Suspension Components: Conduct a “look and shake” inspection
 - Drive Shaft U-Joints and CV Joints: Conduct a “look and shake” inspections for seal leakage or failure
 - Brakes: Inspect all brake line hoses and master cylinder for signs of leaks or damage
 - Cooling System: Visually inspect entire system for leaks, damage, or other signs of needed repair
- e. Testing: The Bidder will conduct a driving or appropriate operations test on all vehicles that have had a safety related repair. Safety related repairs include brake, steering, awning, stabilizing foot and leveler arms, generator.
- f. Tire Replacement: The Bidder will provide comprehensive tire services including replacement, repair, balancing, and field tire service. The Bidder will replace tires when minimum tread depth has been reached or the tires are otherwise unacceptable due to weathering, irregular wear patterns, ply separation, or other conditions that may affect the safety and performance of vehicles.
- g. Cleaning: The Bidder will wash the exterior and vacuum the interior of all cars and pickup trucks after service.

AUTHORIZATION

- a. CBL will report vehicle malfunctions promptly by submitting a trouble report authorized by a designated CBL representative. This signed report will authorize the Bidder to make repairs up to an amount not to exceed US\$500.00.
- b. The Bidder will contact the designated CBL staff for approval before work can be performed for any repairs that are estimated to exceed the approved US\$500.00.

- c. The CBL will provide a decision within two working days of being contacted by the Bidder. The Bidder's performance measures will not be adversely affected by time spent waiting for repair authorizations.
- d. The Bidder will not open a repair work order or make repairs for trouble reports that are unsigned. The Bidder will ask the CBL for additional authorization if service or repairs exceed initial estimates.
- e. The Bidder will provide CBL with a written estimated completion time for all scheduled work. The Bidder will notify CBL by phone and email if the initial completion time estimate must be extended for any reason.

TIME AND MATERIAL COST

All services will be charged on a time and material basis. Time will be billed at the quoted labor rate.

REPORTING

All work must be tracked on individual separate work orders for each vehicle. The work order must include the following information:

- Start date and completion date
- Vehicle code and description
- Vehicle mileage at time of service
- Description of service, hours, parts/materials used, and cost associated with each service.
- Subcontracted repairs must be included with work order and include the same information WARRANTY

The Bidder should provide a guarantee/warranty for all material furnished, and all services performed will be free from defects in material and workmanship.

The Bidder will not be responsible for the removal, installation, or tampering of any component installed by anyone other than the Bidder or its Subcontractor(s).

PARTS

The Bidder will procure and furnish all parts, materials, and supplies required for the maintenance, repair, inspections, and other services. All repair parts are to be OEM or

equivalent. Rebuilt or remanufactured parts must conform to the manufacture's reconditions tolerances.

BIDDER QUALIFICATIONS

- The bidder's bid must include sufficient information for CBL to determine financial viability of the corporation. The bidder is required to provide and detail its corporate history.
- Experience working with local government agencies is an advantage.
- A minimum of three (3) years' experience working with organizations that provide services to the public and/or government sector.

SUBMISSION REQUIREMENTS (CERTIFICATIONS):

- Per the scope of services provided, Bidder must provide a detailed cost proposal to include fixed costs and labor charges, if applicable.
- Per the scope of services provided, Bidder must detail and provide its proposed approach, strategy, and projected timeline.

ADDITIONAL SUBMISSION REQUIREMENTS:

COST PROPOSAL:

The bidder must submit a separate cost proposal as outlined in the "Submission Instructions" section of this solicitation.

SUPPLEMENTAL INFORMATION: Cost Proposal

The CBL provides a fee-for-service payment. No upfront payment or deposit will be provided. The bidder is requested to itemize invoices for services and submit to the CBL for reimbursement.

EXHIBIT A-1 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2014 TOYOTA Land Cruiser (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-2 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2018 TOYOTA Land Cruiser (4 vehicles)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-3 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2020 TOYOTA Land Cruiser (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-4 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2021 TOYOTA Land Cruiser (4 vehicles)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-5 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2023 TOYOTA Prado (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-6 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2023 TOYOTA Land Cruiser (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-7 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2023 TOYOTA Hilux Pickup (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-8 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2021 TOYOTA Land Cruiser – CASH VAN (2 vehicles)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-9 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2019 TOYOTA Land Cruiser – CASH VAN (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-10 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2019 NISSAN Hardbody Pickup (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-11 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2021 NISSAN Hardbody Pickup (2 vehicles)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-12 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2017 VOLKSWAGEN Polo (2 vehicles)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-13 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2017 NISSAN Safari – SUV (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-14 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2017 TOYOTA Prado VX SUV (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-15 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2015 NISSAN Patrol Platinum (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-16 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2021 TOYOTA Prado (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-17 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2021 TOYOTA Fortuner (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-18 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2022 TOYOTA Coaster Bus (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-19 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2023 TOYOTA Coaster Bus (2 vehicles)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-20 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2015 NISSAN Civilian Bus (2 vehicles)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-21 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2023 TOYOTA Coaster Bus (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-22 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2018 TOYOTA Mini Bus (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-23 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

1980 MAN DIESEL CARGO TRUCK (1 vehicle)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-24 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2022 FORKLIFT (1)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

EXHIBIT A-25 COST PROPOSAL WORKSHEETS

The cost of all labor, material, and equipment necessary for the completion of the work itemized, even though not shown, or specified, shall be included in the unit price for the item shown herein.

2023 TOYOTA Land Cruiser Pickup (2 vehicles)				
No.	Service Description	Estimated Quantity	Unit Cost	Estimated time to complete task
1	Change Engine Oil and Filter	1		
2	Change air filter	1		
3	Change windshield wiper	1		
4	Change bushing	1		
5	Rotate and Inspect Tires	1		
6	Brake fluid	1		
7	Replace Brake Pads	1		
8	Replace Brake shoe	1		
9	Battery 75Amh	1		
10	Change Automatic Transmission Fluid	1		
11	Replacement of Ball Joints,	1		
12	Replacement of stabilizer	1		
13	Replacement of complete tie rod end	1		
14	Replacement of bar bushing	1		
15	Replacement of inner bushing	1		
16	Replacement of shock absorber	1		
17	Air condition compressor	1		
19	Replacement of spark plugs	1		
20	Replacement of alternator	1		
21	Replacement of lower arm	1		
22	Replacement of upper arm	1		
23	Wheel alignment	1		
24	Changing hydraulic oil	1		
25	Changing tail light	1		
26	Changing headlight	1		
27	Changing fuel pump	1		
28	Fuel tank line	1		
29	Changing horn	1		
30	Mechanic Labor Rate (Non-Routine)			

1. Except for bid item 30, all costs shall include parts and labor.

