



TOWN OF RIDGEFIELD

400 Main Street
Ridgefield, CT 06877

Bid 26-09: Diesel & Gasoline Fuels E-Solicitation

Bid Deadline: - Tuesday December 16, 2025 by 1:30 PM

TO : Invited Fuel Vendors

FROM: David McFate, Purchasing and Finance Manager

DATE 12/08/25

Price Deadline: Fixed price must be e-mailed to the Town by Tuesday, December 16, 2025 by 1:30 PM with an award expected no later than 3:45 PM. Your price SHALL remain firm until 3:45 PM on the day of the bid closing.

E-mail a bid response to: purchasing@ridgefieldct.gov

You may return this sheet as the bid price sheet or place on letterhead w/contact info

Contract expected/estimated to run July 1 2026 to July 31 2027

Diesel Fuel	110,000 gallons	Price _____ <i>Per Gallon</i>
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87 Octane gasoline	100,000 gallons	Price _____ <i>Per Gallon, NO CT GRT costs for 87 Octane gasoline</i>
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Company Name: _____

Vendor Contact Name: _____

Phone Number: _____ **Email:** _____

Vendors may submit prices for only one or both fuel types. The Town of Ridgefield reserves the right to split award between multiple vendor price quotes. Award may not be contingent upon the award of other price quotes.

E-Mail to purchasing@ridgefieldct.gov. Please contact me by phone or e-mail with any questions.
David McFate, Purchasing and Finance Manager



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Bid 26-09 General Instructions:

Deliveries will be made in accordance with all rules and regulations regarding such deliveries and in accordance with general industry standards for supplying such fuels.

For Town Fuel Depot deliveries : Diesel & 87 Octane Gasoline

The Town is requesting a fixed price for the delivery of Diesel & 87 Octane gasoline fuels for the volumes noted, conforming to industry standards for such fuels. Vendors shall deliver Diesel at about a load rate every 2-3 weeks and of Gasoline at about every 6 weeks. Delivery shall be to the Town of Ridgefield Fuel Depot at 60 South Street, Ridgefield, CT 06877 within 48hrs of phone notice. The diesel tank is a 12,000 gallon convault and the gasoline is a 8,000 gallon convault. Based on previous operational patterns, the average load size for diesel is expected to be approximately 6,000-8,000 gallons. Average load size for 87 octane is expected to be approximately 4,000-5,000 gallons. These load size estimates are included for planning purposes and are subject to change based on operational requirements. 87 octane and diesel deliveries will not be combined. Delivery requests will be based on actual usage.

The Town of Ridgefield anticipates making an immediate award by 3:45 PM based upon lowest price of responsive bids, that are within the authorized appropriation. This contract is expected to start July 2026 and continue to approximately the end of July 2027. **This will be a volume bid, not by time and the vendor will be required to deliver at this price until the number of gallons requested is used.** Prices shall NOT include any winter additives. Prices shall include all delivery costs, other than CTGRT, and any other taxes, for 87 Octane Gasoline.

Payment on the Diesel and 87 Octane fuels will be made within 30 days of receipt of an invoice. Heating Oil payments will be processed the first week of each month for all deliveries made during the prior month for received invoices.

A Certificate of Insurance naming the Town as additional insured must be provided within a reasonable time after an award has been made and prior to the start of any deliveries.

Results will be emailed to all respondents by close of business on the bid due date. An award shall be made no later than 3:45PM and the winning vendor(s) informed in writing immediately thereafter. The bid may be split between three vendors and prices cannot be contingent upon multi-location awards.