



March 11, 2024

Dear Vendor:

Bradford-Tioga Head Start is accepting proposals from qualified dealers to supply:

One (1) New 2024 30-passenger school bus

The program is trading one (1) 2021, Chevy Thomas built 30-passenger bus. This vehicle can be seen if arrangements are made ahead of time, please call 570-638-1400 ext. 109 to coordinate.

Optimal delivery of bus is sometime April 2024; however, must be guaranteed by May 30, 2024.

If interested in submitting a Proposal, please reach out to obtain the required documents.

Bradford-Tioga Head Start, Inc.

ATTN: Wendy Swingle, Executive Director

5 Riverside Plaza

Blossburg, PA 16912

EMAIL: wswingle@bradfordtiogahs.org

The following documents must be attached to all proposals:

- Bus Specifications form for one 2024 30-passenger school bus is attached.
- All proposals must be received on the Proposal Form which is attached to this letter.
- A full listing of the school bus specifications must accompany the Proposal Form.
- The Certification Regarding Debarment and Suspension must accompany the Proposal Form.

Bradford-Tioga Head Start, Inc. reserves the right to reject any and/or all proposals received and to waive any formalities connected with this process. ***Proposals must be received March 19, 2024.*** You may email, fax, or mail your proposal to:

Upon delivery, we will inspect and approve the school bus to ensure that specifications are met prior to trade/transfer being completed.

Notification of awarded proposal is expected by March 20, 2024. For additional information, please contact me at (570) 638-1400 (ext. 108).