



**CITY OF AZTEC  
REQUEST FOR QUOTATION  
RFQ #2020-715**

DATE:	08/13/19	RETURN TO:	<b>THIS IS NOT AN ORDER</b>
RFQ #:	2020-715	CITY OF AZTEC	
DUE DATE:	<b>08/22/19</b>	ATTN: Geri Raymond 201 W CHACO, AZTEC NM 87410	
TIME:	<b>1:00 pm</b>	EMAIL: <a href="mailto:graymond@aztecnm.gov">graymond@aztecnm.gov</a>	
NIGP CODE(S):	<b>28500</b>	PHONE: (505) 334-7667 FAX: (505) 334-7684	

NAME OF COMPANY SUBMITTING QUOTE: \_\_\_\_\_

NEW MEXICO RESIDENT PREFERENCE	PAYMENT TERMS	DELIVERY/SERVICE ADDRESS
# _____  <u>New Mexico Resident or Veteran Preference will be applied to only those certified vendors who have included both number (written above) AND attach current certificate.</u>	_____ % _____ DAYS  NET 30 DAYS AFTER RECEIPT OF INVOICE	402 South Light Plant Road Aztec NM 87410
		<b>FOB DESTINATION – FREIGHT COSTS:</b>

**NOTES TO BIDDERS:** Specifications attached to this request

ITEM #	DESCRIPTION	QTY	TOTAL	DELIVERY TIME AFTER ORDER
1	1,500 kVA Three Phase Pad Mount Distribution Transformer *see attached specifications*	1		

Refer all questions regarding this Request for Quotation to Geri Raymond at (505) 334-7667 or email [graymond@aztecnm.gov](mailto:graymond@aztecnm.gov)

DATE OF QUOTE	
SUBMITTED BY (Printed Name)	
SIGNATURE (To be valid offer, bidder must sign here)	
COMPANY NAME	
ADDRESS	
TELEPHONE	
FAX	
EMAIL ADDRESS	
FED TAX ID NUMBER	
NM CRS ID NUMBER	

- RFQ shall be FOB Destination and must indicate normal lead time and/or best delivery date on the items listed. Shipping costs shall be included in quote. New Mexico laws prohibit acceptance of ownership of goods in transit.
- This RFQ and any required documents must be received by the Department indicated on the RFQ by the date and time indicated. RFQ's may be submitted via email, fax or USPS.
- All supplies and components quoted shall be new unless indicated otherwise. Any quotes submitted for used or reconditioned supplies or components will be considered non-responsive. Quotes must be valid for a minimum of 30 days.
- The RFQ Number shall appear on all quotations and related correspondence.
- New Mexico Resident & Veteran Vendor Preference: Preference will only be applied to those Bidders who have been issued a certification number from the State of New Mexico Taxation & Revenue Department and return a copy of their certificate with their quote. Veterans Preference is separate from the New Mexico resident preference and is not cumulative with that preference.
- Use of Contract by Other Agencies: Pursuant to Section 13-1-129, NMSA 1978, Bidders /Contractors /Offerors are hereby notified that any central purchasing office allowed by law and as otherwise allowed by their respective governing rules and regulations, may contract for the goods and/or services included in this procurement document with the awarded Bidder /Contractor /Offeror. Contractual engagements accomplished under this provision shall be solely between the Bidder /Contractor /Offeror and the contracting entity with no obligation by the City of Aztec.
- By law (Section 13-1-191, NMSA, 1978) the City is required to inform Vendors of the following: (1) it is a third-degree felony under New Mexico law to commit the offense of bribery of a public officer or public employee (Section 30-24-1, NMSA, 1978); (2) it is a third-degree felony to commit the offense of demanding or receiving a bribe by a public officer or public employee (Section 30-24-2, NMSA, 1978); (3) it is a fourth-degree felony to commit the offense of soliciting or receiving illegal kickbacks (Section 30-41-1, NMSA, 1978); (4) it is a fourth-degree felony to commit the offense of offering or paying illegal kickbacks (Section 30-41-2, NMSA, 1978).
- Conflict of Interest: Bidder warrants that it presently has no interest and will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of service under this contract. Bidder must notify the City's Chief Procurement Officer if any employee(s) of the requesting department or the Purchasing Office have a financial interest in the Bidder. If yes, the Bidder must specify the employee(s) name in their proposal.
- Debarment, Suspension, and Ineligibility: By submitting a response (RFQ/Bid/Offer) to this solicitation, the business (Bidder /Offeror /Contractor) represents and warrants that it is not debarred, suspended, or placed in ineligibility under the provisions of Federal Executive Order 12549.
- New vendors required to complete Vendor Packet <http://www.aztecnm.gov/purchasing/NewVendorPacket.pdf> prior to issuance of purchase order.

**REQUEST FOR QUOTATIONS FOR  
PAD-MOUNTED THREE-PHASE DISTRIBUTION TRANSFORMER**

**CITY OF AZTEC  
AZTEC, NEW MEXICO  
(505) 334-7667**

The quoted transformer (s) shall comply with the most recent publication of the following specifications:

- ANSI/IEEE C57.12.00-1993 General Requirements for Liquid-Immersed Distribution, Power, and Regulating Transformers.
- ANSI/IEEE C57.12.26-1992 Pad-Mounted, Compartmental-Type Self-Cooled, Three-Phase Distribution Transformers for use with Separable Insulated High-Voltage Connections; High-Voltage, 34500 Grd. Y/19220 volts and below; 2500 kVA and Smaller.
- ANSI/IEEE C57.12.28-1988 Pad-mounted Equipment Enclosure Integrity.
- ANSI/IEEE C57.12.70-1978 Terminal Markings and Connections for Distribution and Power Transformers.
- ANSI/IEEE C57.12.80-1978 Terminology for Power and Distribution Transformers.
- ANSI/IEEE C57.12.90-1993 Standard Test Code for Liquid-Immersed Distribution, Power, and Regulating Transformers and Guide for Short-Circuit Testing of Distribution and Power Transformers.
- ANSI/IEEE C57.91-1981 Guide for Loading Mineral-Oil-Immersed Overhead and Pad-Mounted Distribution Transformers Rated 500 kVA and Less with 65°C or 65°C Average Winding Rise.
- NEMA TR-1 Transformers, Regulators and Reactors.
- Transformer name plate must be clearly marked filled with NO PCB mineral oil.

The pad-mounted transformers shall be of dead front design with all access doors secured by a recessed, captive, pentahead bolt and have NEMA safety label per NEMA Publication 260-1982. The requested transformer quote is for the quantity, voltage rating, kVA rating, type and have the accessories indicated in the following tabulation:

<u>Item</u>	<u>Quantity Number</u>	<u>Primary Voltage Capital Letter</u>	<u>Secondary Voltage Small Letter</u>	<u>kVA Rating Number</u>	<u>Accessories and Type Applicable Numbers</u>
I	<u>1</u>	<u>A</u>	<u>6</u>	<u>1,500</u>	<u>1, 2, 4, 5, 8, 9, 11</u>
II	_____	_____	_____	_____	_____
III	_____	_____	_____	_____	_____
IV	_____	_____	_____	_____	_____

Primary Voltage           A. 12470 Grd. Y/7200  
                                  B. \_\_\_\_\_

Secondary Voltage       a. 208 Grd. Y/120  
                                  **b.** 480 Grd. Y/277  
                                  c. 240 x 480 Delta  
                                  d. \_\_\_\_\_

and special  
Requirements

- 1) internal bayonet fuses
- 2) six high voltage load break bushing wells with inserts for loop feed
- 3) three high voltage load break bushing wells for radial feed
- 4) load break OR internal switch
- 5) two 2 ½% primary taps above and below rated voltage
- 6) four 2 ½ primary taps all below rated voltage
- 7) pressure relief valve
- 8) stud type secondary bushing connectors per ANSI C57.12.26-1987 with insulated neutral bushing with disconnect able ground
- 9) temperature gage
- 10) four position 200 amp load break transfer and isolation switch
- 11) tinned aluminum transformer spade terminals on secondary bushing lug mounting holes are 9/16 in diameter with 1-3/4 in NEMA spacing
- 12) \_\_\_\_\_

Transformer Connection

The three-phase transformer shall be connected grounded wye-grounded wye with the high and low side neutrals connected. To eliminate stray flux tank heating in the tank, the transformer shall be constructed with a core configuration (such as a five legged core) which provides a return path for the flux.

Transformer Testing

Tests shall be performed in accordance with ANSI/IEEE 12.00-1993 and ANSI/IEEE 19.90-1993. The following routine tests shall be performed on each transformer.

- Resistance measurement
- Impedance and load losses
- Efficiency and Voltage Regulation
- Dielectric test
- No-load losses and excitation current
- Polarity
- Ratio

In addition to the above tests, the manufacturer shall supply a signed statement that their transformer of the same design and kVA rating has satisfactorily withstood, without damage a short circuit withstand capability test per ANSI/IEEE 12.90-1993. In addition, the manufacturer shall provide the results on a similar type, voltage and kVA size of switching and lightning impulse dielectric tests, audible noise tests, and temperature rise tests.

The City of Aztec will evaluate acceptable transformer quotes based on the quoted price plus \$4.00 per watt for no-load (excitation) losses plus \$1.00 per watt for load-losses (load-losses include I<sup>2</sup>R loss in the winding due to load current, stray loss due to stray flues in the windings, core clamps, magnetic shields, tank walls, etc., and to circulating current, if any, in parallel windings). Quotes for all transformers shall include the guaranteed average no-load and load-losses. The successful supplier shall provide free of charge a certified test report giving the no-load and load-losses of all transformers tested in accordance with

C57.12.90-1993 section 8 (no-load-losses) and section 9 (load-losses). The City of Aztec reserves the right to award any or all items specified to one or more bidders.

<sup>1</sup> (Shall have capability of isolating primary wye connection to avoid grounded wye-delta connection per IEEE 57.105-1978 recommendation, yet have capability for temporary grounding for energization)

If the average no-load or load-losses exceed the guaranteed values the City of Aztec may either reject the batch of transformers or reduce the purchase price by 1.25 times the above quoted respective loss values. The transformer(s) shall have mineral oil insulation with less than two (2) parts per million polychlorinated biphenyls (PCB's).

The quoted price shall include freight to the City of Aztec material storage yard in Aztec, New Mexico.

To Be Completed By Potential Transformer Supplier.

<u>Item</u>	<u>Qty.</u>	<u>Price Each</u>	<u>Delivery in Weeks</u>	<u>Guaranteed</u>	
				<u>No-Load Losses In Watts</u>	<u>Load Losses In Watts</u>
I	_____	_____	_____	_____	_____
II	_____	_____	_____	_____	_____
III	_____	_____	_____	_____	_____
IV	_____	_____	_____	_____	_____
V	_____	_____	_____	_____	_____

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone No.: \_\_\_\_\_