****

November 15, 2018

**Re: Request for Quotes for a New Utility Tractor**

The Mechoopda Indian Tribe is in the process of procuring a new utility tractor to assist with property and roads maintenance.

**Utility tractor desired specifications are as follows:**

* 4WD tractor with 50-55 horsepower
* Enclosed cab with climate control
* Front-end loader
* 3-point hitch
* Power take-Off

Quotes will be evaluated based on price, tractor specifications, product quality, and brand and dealer reputation.

The procurement for this tractor will follow the procedure for competitive sealed bidding as defined in the Mechoopda Indian Tribe procurement policy, and following the requirements of the Code of Federal Regulations 2-200.320, as they pertain to competitive sealed bidding.

**Bids will be due** to the Mechoopda Indian Tribe’s Office of Environmental Planning and Protection (OEPP) on or before **November 29, 2018 at 5:00 pm**. Bids will be time stamped when they are received at the office, and will be opened and evaluated on November 30, 2018, 9:00am at the OEPP office. The location of the OEPP office and contact information for the OEPP is as follows:

Mechoopda Indian Tribe

Office of Environmental Planning and Protection

125 Mission Ranch Boulevard

Chico, CA 95926

Phone: (530) 899-8922

cklinesteker@mechoopda-nsn.gov

Please feel free to contact me if you have any questions.

Sincerely,

Colin Klinesteker

Director, OEPP