

INVITATION TO BID

BID NO. SD-2026/27-3

GASOLINE & DIESEL FUEL

Sealed bids will be accepted by the City of Hannibal for Gasoline and Diesel fuel, for fiscal year 2026/27. Bid Forms and Specifications may be obtained by calling the Office of the Department of Public Works located at 320 Broadway, Hannibal, MO 63401. Bids shall be submitted on Bid Forms in sealed envelopes to the City Clerk, City Hall, 320 Broadway, Hannibal, MO. 63401 until **11:00 AM, Local Time, Thursday, August 6^h, 2026**. Bids will then be opened and read aloud.

Envelopes shall be plainly marked on the outside as "Bid NO. SD-2026/27-3, Gasoline & Diesel Fuel".

Bidder shall be an Equal Employment Opportunity Employer.

The City reserves the right to accept or reject any or all bids and/or combinations thereof, and to waive any minor irregularities.

The City of Hannibal is an Equal Employment Opportunity Employer (M-F-H)

CITY OF HANNIBAL, MISSOURI
INVITATION TO BID SD-2026/27-3
GASOLINE & DIESEL FUEL

The City of Hannibal is requesting proposals for supplying Gasoline and Diesel Fuel for Fiscal Year 2026/27 (July 1, 2026 thru June 30, 2027) for the following departments:

City Departments include: Police, Fire, Street, Parks, Building Inspector, Executive and HCVB.
Board Of Public Works Departments include: Electric, Water, & Sewer

Sealed bids, subject to the conditions stated below, will be received in the City Clerk's Office, 320 Broadway, Hannibal, MO, 63401, until 11:00 AM., Thursday August, 6th, 2026, at which time bids will be opened and read out loud.

DESCRIPTION & REQUIREMENTS:

The City uses No Lead/No Lead Premium Gasoline & #2 Diesel fuel.
Annual purchases fluctuate.

Billing shall be submitted monthly; each department shall be billed separately.

Must handle all paperwork and completion of calculating and submitting of gas turnback taxes.
The City of Hannibal is tax exempt and not liable for federal taxes.

SPECIAL REQUIREMENTS

a) The Parks Department has one (1) 350 gallon above ground unleaded gasoline tank located at their Maintenance Facility at 1993 Orchard Avenue, which must be filled every 4-6 weeks in the summer.

b) The Board of Publics Works has two (2) generators which require diesel delivery:

(1) 500-gallon tank located at the Water Treatment Plant in Riverview Park

(1) 200-gallon tank located at the Board Facility on Warren Barrett Drive.

** The Board of Public Works must also be able to obtain both Off-Road and On-Road diesel throughout the year.*

c) Delivery of fuel must be made within 24 hours of request for delivery.

d) In the winter, the **Street Department** uses a special "Winter Blend" Diesel, so fuel doesn't jell. Must be able to provide this fuel.

Bids are to be based on current rack or pipeline price plus reasonable figure for delivery, overhead, profit, etc.

If for any reason supplier cannot meet bid requirements, the City has the right to terminate contract.

Any questions, call the Street Department Supervisor, Dave Todd at (573) 629-7132.

INSTRUCTIONS

Please submit your proposal on the attached Bid Schedule (page 4). Please explain how the cost of fuel is to be determined, along with any other discounts which may apply.

GASOLINE AND DIESEL FUEL
CITY OF HANNIBAL, MISSOURI

BID OPENING DATE: Thursday, August 6, 2026	BID OPENING TIME: 11:00 AM
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BIDDER: _____

No.	Item	Unit	Rack or Pipeline Price/Unit +	Delivery Charge (Including Profit, Overhead, Etc.)	State Tax & Fees	Total Bid
1.	NO LEAD GASOLINE	Gallon	\$ _____	\$ _____	\$ _____	\$ _____
2.	NO LEAD PREMIUM GASOLINE	Gallon	\$ _____	\$ _____	\$ _____	\$ _____
3.	#2 DIESEL	Gallon	\$ _____	\$ _____	\$ _____	\$ _____
4.	WINTER BLEND DIESEL FOR STREET DEPT.	Gallon	\$ _____	\$ _____	\$ _____	\$ _____
5.	OFF-ROAD DIESEL FOR BOARD OF PUBLIC WORKS	Gallon	\$ _____	\$ _____	\$ _____	\$ _____

Prices will fluctuate ____ or Prices are firm ____
