

AEP: America's Energy Partner®

June 17, 2016

#### **INTRODUCTION**

AEP Generation Resources Inc. (AEPGR) is seeking proposals for the supply of No. 2 Red Dyed Ultra Low Sulfur Diesel Fuel, delivered by truck. The bidder must be able to guarantee reliability of ordered volumes and the quality of fuel oil supplied when considering submittals per this solicitation.

# FUEL OIL PROPOSAL FORM

An "AEPGR Fuel Oil Proposal Form" is necessary to ensure that proposals are responsive to AEPGR's needs and provides a uniform basis for evaluation. Please submit a separate form for each plant you wish to bid. Additionally, please submit a separate form for the Mone plant if the pricing differs between tanker truck and the smaller tank wagon deliveries.

## **BID SUBMITTAL**

The Fuel Oil Proposal Package, signed by a person having proper authority to legally obligate the offering company, along with any additional supporting material, must be received **no later than 12:00 p.m.**, **Thursday, June 30<sup>th</sup>**, **2016**. Proposals of fuel oil offers are to be kept open for AEPGR's acceptance until **4:00 p.m.**, **Thursday, July 14<sup>th</sup>**, **2016**. All proposals are to be submitted by e-mail to <a href="mailto:mhward@aepes.com">mhward@aepes.com</a>, or delivered in an envelope marked "2016 AEP Generation Resources Inc. – Fuel Oil RFP" and are to be addressed as follows:

AEP Generation Resources Inc. ATTN: Mike Ward 4<sup>th</sup> Floor 155 West Nationwide Blvd., Suite 500 Columbus, OH 43215

### **BID EVALUATION**

The evaluation criteria of the proposals will be entirely at the discretion of AEPGR. Each proposal will be evaluated on a number of parameters which may include, among other things, performance guarantees, quality of service, past experience, financial qualifications and other factors AEPGR deems appropriate in its sole discretion.

Notwithstanding anything to the contrary in this RFP, except as expressly waived by AEPGR in writing signed by an authorized representative of AEPGR:

AEPGR reserves the right to modify or withdraw this invitation, to reject any or all bid proposals and to terminate any subsequent negotiations at any time.

AEPGR will not advise Bidders of any information relating to the bid proposal or negotiations with other Bidders. Further, except as required by law, AEPGR will retain in confidence all bid proposals and other information received pursuant to this bid solicitation.

The Bidder shall be responsible for the completeness and accuracy of all information contained in and used in preparation of its bid proposal and for having supplied all necessary information. AEPGR reserves the right to disqualify a Bidder due to a change in the qualifications of the Bidder or in the event that AEPGR determines that the Bidder's participation in the RFP has failed to conform to the requirements of the RFP.

AEPGR makes no express or implied representation or warranty as to the accuracy or completeness of any information contained herein. A Bidder's proposal will be deemed accepted only when AEPGR and the successful Bidder have executed the definitive agreement(s).

All bid proposals shall be submitted by the Bidders at their sole cost and expense. If, at any time, AEPGR determines that there is a defect in the RFP process or a deviation from the requirements of the RFP, or that collusive or fraudulent bidding has occurred or appears to have occurred, AEPGR may suspend the RFP in whole or in part as to any Bidder or Bidders involved.

## **CONTRACT TERM:**

AEPGR is interested in a one (1) year contract term; September 1, 2016 – August 31, 2017 (truck delivered) with an option for the Buyer to extend for one (1) additional year upon thirty (30) days advance notice to Seller.

## **CONTRACT PRICING:**

AEPGR is requesting that Bidders submit fuel oil pricing FOB Plant. Pricing to each AEPGR specified facility is to include all applicable taxes, transportation charges, and any other charges that AEPGR will be subject to. Unless permitted by the eventual purchase order or the terms and conditions attached to that purchase order, any charges not indicated by the Bidder's submission to this RFP will not be paid by AEPGR.

Bidders are required to quote an Oil Price Information Service (OPIS) price for the OPIS rack city and exact product indicated in the "AEPGR Fuel Oil Proposal Form (Truck)." The successful Bidder will invoice based on this rack location and product description.

For all price submissions, any surcharges (fuel or otherwise), escalation factors, market adjustment factors, etc., should be clearly defined in "Terms" found in the AEPGR Fuel Oil Proposal Form.

The quoted prices will be analyzed to determine the overall value to AEPGR. The Bidder(s) providing the best overall value to AEPGR (in AEPGR's sole judgment) will be selected for additional negotiations with the goal to have definitive agreements in place prior to September 1, 2016.

#### **FUEL OIL SPECIFICATION**

All No. 2 Red Dyed Ultra Low Sulfur Diesel Fuel supplied as a result of this solicitation will adhere to the appropriate ASTM, EPA and Tax exempt requirements and/or standards.