

Request for Quotation (RFQ)

Portable Opportunity Dwelling (POD) Prototype Modules C and/or D

Reference: RFQ20210119

Issue date: January 19, 2021

Response requested by: February 19, 2021

We kindly ask individuals and firms with experience producing custom assemblies for bicycles and pedal-operated vehicles to submit an estimated price for the following products and services.

1. Background and Introduction

The purpose of POD the People, an Oregon non-profit public benefit corporation, is to empower the poor by making mobile micro-housing available to all. We will achieve this purpose by building and distributing Portable Opportunity Dwellings (PODs).

2. Scope of Work

We are constructing a POD prototype based on a three-wheeled electric motorhome that qualifies as a “low-speed electric bicycle” which can be lawfully operated without a license or insurance in 29 states.

The POD prototype will be composed of the following modules:

Module A: Cabin & Windscreen

Module B: Chassis & Storage Rack

Module C: Cycling Assembly

Module D: Rear Axle & Suspension

Module E: Cables & Drive Chain

This RFQ is for delivery of *Module C and/or Module D*, as described in pages 16-17 & 18-19 in the following Design Specification & Construction Plan, dated January 19, 2021:

www.podthepeople.org/files/bids/rfq20210119/POD_Prototype_Specification.pdf

3. Selection Criteria & Schedule

We will select the minimum-cost bid or combination of bids from the firm(s) that, in the opinion of our selection committee, is capable of satisfactory delivery of the work. We will begin reviewing quotes on February 19, 2021 and notify responsive bidders of our decision by February 26, 2021.

4. Response Format

Please include in your response two separate letter-size documents with the following information:

Document i (between 1-4 pages):

- Firm name, entity type, principal place of business, and location(s) where the work will be done
- Firm qualifications, related experience, and references
- Additional detail or changes to specifications (if any)
- Required changes to contract terms (if any)
- Quotation contact name, address, phone, and e-mail
- Contracting officer name, address, phone, and e-mail

Document ii (any # of pages):

- Name of firm
- Modules included in quote: C and/or D
- Price, in USD, including components listed in the specification as “to be installed by contractor”, but not including components listed in the specification as “to be installed by POD the People”
- Cost of insured freight or shipment to Portland, Oregon, USA (if work will be done elsewhere)

5. Contract Terms

Compensation:	Firm fixed price
Payment:	20 % down / 80 % within 30 days after delivery
Delivery:	Within 60 days after notice to proceed
Warranty:	No express warranty is required, and POD the People will assume all liability arising out of the use of the products delivered. However, the implied warranties of workmanlike quality and fitness for the purpose described in this solicitation may not be disclaimed.

6. Request Terms

This request is made in good faith with the intent to procure the described goods or services. However, POD the People are not bound by this request to enter into a contract with any respondent.

7. Quotation Contact

If you have any questions about this RFQ, please contact:

Jeffrey Hood
Secretary-Treasurer & Director
+1 (503) 752-7027
jeff@podthepeople.org

8. Submission Instructions

Please submit your quotation by email to bids@podthepeople.org with the subject “RFQ20210119” and the requested response documents attached.

Thank you!

Sincerely,



Rachel Kessler
President & Director
POD the People