



## *Procurement Services*

210 Tillman Hall  
Rock Hill, SC 29733

### REQUEST FOR QUOTATION

**November 19, 2024**

**RFQ: FY25-RFQ-15 Towing Services**

**Quotes Due Date/Time: November 27, 2024 @ 10 A.M.**

**Submit Your Offer On-Line to Gary Peeples at: [peeplesg@winthrop.edu](mailto:peeplesg@winthrop.edu)**

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1. Winthrop University is seeking quotes from qualified and experienced companies (individually or collectively, the "Proposer") interested in providing towing services for Winthrop University (the "Work"). Details of the requested Work are attached hereto
2. Bid only as specified. No substitutions will be allowed.
3. **Questions:** Any prospective offeror desiring an explanation or interpretation of the solicitation, contact Gary Peeples. Questions regarding the original solicitation or any amendment must be received by the Procurement Officer by **Friday November 22, 2024 by 12:00 PM EST.** Questions should be submitted via email to [peeplesg@winthrop.edu](mailto:peeplesg@winthrop.edu)
4. **Protest:** If you are aggrieved in connection with the solicitation or award of the contract, you may be entitled to protest but only as provided in Section 11-35-4210. To protest a solicitation, you must submit a protest within fifteen days of the date the applicable solicitation document is issued. To protest an award, you must (i) submit notice of your intent to protest within seven business days of the date the award notice is posted, and (ii) submit your actual protest within fifteen days of the date the award notice is posted. Days are calculated as provided in Section 11-35-310(13). Both protests and notices of intent to protest must be in writing and must be received by the appropriate Chief Procurement Officer within the time provided. See clause entitled "Protest-CPO". The grounds of the protest and the relief requested must be set forth with enough particularity to give notice of the issues to be decided. [02-2A085-2]nit price to be shown for each item.

## **REQUIREMENTS FOR TOWING SERVICES**

All of the services provided below would be completed from within the campus (main campus and recreational and research area) or the immediately adjacent area to campus. Selected vendor will have to also comply with the Municipal Code of the City of Rock Hill, South Carolina, including Chapter 30 (Vehicles for Hire) and specifically [Section 30-158](#) and [Appendix A of the Fee Schedule](#) dealing with Vehicle for Hire.

## **BIDDING PROPOSAL/COST PROPOSAL**

Item No.	Description	Fee
1.	Tow service fee for parking violators (These vehicles would be taken to the wrecker company's storage area for pickup by the violator)	\$
2.	Tow service fee for campus community (These vehicles would be taken as directed by the community member)	\$
3.	Tow service fee for Winthrop University owned vehicles (These vehicles would be taken as directed to maintenance shops in the vicinity of campus)	\$
4.	Drop fee (Utilized if a tow is requested and the owner of the vehicle responds before the tow has arrived and/or before the tow is completed)	\$
5.	Maximum storage fee per day after the first calendar day	\$
6.	Maximum storage fee to reopen business after normal business hours (8 AM to 5 PM, Monday-Friday) for individual to claim vehicle	\$
7.	Maximum additional storage fee for vehicle notification after six days of storage	\$
8.	Tow service fee for fuel delivery to campus community	\$
9.	Tow service fee for vehicle lockout to campus community	\$
10.	Tow service fee for vehicle jumpstart to campus community	\$
11.	Tow service fee for flat tire/tire change to campus community	\$
<b>TOTAL</b>		\$



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**DATE:** \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_

**ADDRESS:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**PRINTED NAME OF PERSON SUBMITTING QUOTE:**

\_\_\_\_\_

**SIGNATURE OF PERSON SUBMITTING QUOTE:**

\_\_\_\_\_

**\*\*\* Your signature confirms pricing and delivery completion date. Return all pages of this Request for Quote. \*\*\***