



**RING OF HOPE**

7445 S. South Chicago Ave  
Chicago, IL 60619

**INVITATION FOR BID (IFB)**

**Fleet Rental / Transportation Services**

Issuing Organization

Ring of Hope (ROH) is a nonprofit community organization serving youth, families, and residents throughout the Greater Grand Crossing community and surrounding neighborhoods in Chicago, Illinois.

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PURPOSE

Ring of Hope is seeking qualified transportation providers, fleet rental companies, or licensed livery service providers to submit bids for fleet rental and transportation services to support youth development programming and field trips for approximately 30–40 youth participants ages 7–17, along with 4–5 staff members.

Fleet rental refers to the temporary reservation or leasing of multiple vehicles—including vans, carriers, buses, or other transportation vehicles—from a rental company or transportation provider for organizational use.

The selected vendor(s) will provide safe, reliable, and properly insured transportation services for program participants.

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SCOPE OF SERVICES

The selected transportation provider shall provide transportation services that may include, but are not limited to:

- Passenger vans
- Mini buses
- Charter buses
- Shuttle transportation
- Livery transportation services
- Group transportation coordination
- Vehicle reservation scheduling

- Pickup and drop-off transportation support
  - Transportation for youth field trips and program activities
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## SERVICE SCHEDULE

The anticipated transportation schedule is:

- Four (4) Full-Day Transportation Occurrences
- Estimated Full-Day Rate: \$1,400 per occurrence
- Equivalent Half-Day Budget Rate: \$700 per half-day

Total Budget

The total contract amount shall be:

Not to Exceed (NTE): \$5,600.00

Actual transportation dates and schedules will be coordinated with the selected vendor in advance based on program needs and participant attendance.

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## VENDOR REQUIREMENTS

Interested vendors must provide the following:

- Company name and contact information
- Proof of business licensing
- Proof of commercial vehicle insurance
- Description of transportation fleet and capacity
- Valid driver licensing and certifications
- Pricing structure and availability

All transportation providers must comply with all applicable federal, state, and local transportation regulations.

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## BID SUBMISSION REQUIREMENTS

Bid submissions should include:

1. Company Overview
  2. Transportation Service Description
  3. Pricing Proposal
  4. Vehicle Availability
  5. Insurance Documentation
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## EVALUATION CRITERIA

Bids will be evaluated based on:

- Cost effectiveness
- Reliability and availability
- Quality of fleet
- Ability to meet program transportation needs

Ring of Hope reserves the right to accept or reject any or all bids and to select the proposal determined to be in the best interest of the organization.

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## SUBMISSION INFORMATION

Please submit all bid proposals electronically to:

**Ring of Hope**

7445 S. South Chicago Ave  
Chicago, IL 60619

Email: [info@rohchicago.org](mailto:info@rohchicago.org)

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## DEADLINE FOR SUBMISSION

All proposals must be received by:

**July 8, 2026**

Late submissions may not be considered.

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## QUESTIONS

Questions regarding this Invitation for Bid may be directed to Ring of Hope prior to the submission deadline at [info@rohchicago.org](mailto:info@rohchicago.org).