



Tender

Purchase of a New 2018 or 2019 3500 4x4 Crew Cab Chassis Truck, Flat Deck/Dump Including a 9' Western Pro Plow/Pro V-Plow or Equivalent

The Corporation of the Township of Ear Falls ("the Township), invites tenders for the **Purchase of a New 2018 or 2019 3500 Chassis Crew Cab Truck With Flat Deck/Dump and 9' Western Pro Plow or 9' Western Pro V-Plow or Equivalent**, in accordance with the following Schedule of Prices, Specifications / Requirements, General Requirements and Terms of Reference.

Submissions should include, but not necessarily be limited to, the following:

1. Cost to the Corporation of the Township of Ear Falls, F.O.B. Ear Falls (taxes must be identified separately if applicable);
2. A brief description of your firm – its clients, its history, its projects, its staff;
3. A company description, exact physical location and mailing address;
4. A summary of your understanding of this tender;
5. An outline of the product(s) and services to be provided;
6. Your firm's experience in similar projects;
7. Addressing all aspects in regards to the Scope of Work / Terms of Reference;
8. Client References;
9. Complete contact information for Service Department;
10. Delivery Schedule;
11. Training availability and details;
12. Any other supporting information you may wish to include with your submission.

Address each and every paragraph and item in reference to the specifications of this tender. Point by point response is required.

Proponents shall fill out confirmation and/or comments of each and every corresponding item as indicated.

Failure to complete such confirmation may result in the disqualification of the tender.

Confirm / Acknowledge: _____

QUALIFICATIONS

Tenders will be evaluated from firms or individuals that can demonstrate that they have the necessary staffing, facilities, experience, ability and financial resources to perform the work in a satisfactory manner. Proven track record must be demonstrated.

The Township of Ear Falls reserves the right to inspect the bidder’s facility and to perform such investigations as may be deemed necessary to insure that competent personnel and management will be used in the performance of this contract.

Confirm / Acknowledge: _____

INFORMATION FOR ALL PROPONENTS

All tenders submitted to the Township of Ear Falls become the property of the Township, and as such, are subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act.

Confirm / Acknowledge: _____

This will confirm that the Township of Ear Falls will not use / disclose the information provided, without proper authorization, and will keep the information in a physically secure location to which access is given only to personnel requiring access.

Confirm / Acknowledge: _____

RIGHTS RESERVED BY THE CORPORATION

Submission of a tender indicates acceptance by the firm of the conditions contained in this Tender unless clearly and specifically noted in the tender and in any contract between the Township and the firm(s) selected.

The Township is not responsible for any costs incurred by the proponents in the preparation of their response to the tender call or attendance at any selection interviews.

Confirm / Acknowledge: _____

The Township, unless it otherwise states, reserves the right to award this contract in whole or in part, by item, or by groups of items, to award different options, or combinations of the options, and to award to one or more bidders submitting identical tender as to price, without recourse or penalty.

Confirm / Acknowledge: _____

The Township reserves the right to be to be the sole judge of the acceptability of any equipment / material / service or alternate proposed, to obtain the products / service which is deemed to most

closely conform to its operating conditions and the requirements of the using department, and which will be the most advantageous to the Township and desirable to its operations.

Confirm / Acknowledge: _____

The Township reserves the right without prejudice to reject any or all submissions in whole or in part, to waive technical defects, irregularities and omissions and to determine in its own best judgement the firm best qualified to undertake this contract, if in so doing, the best interests of the Township will be served.

Confirm / Acknowledge: _____

NOTE:

- This is a tender call.
- The Township has the right to negotiate with the proponent that presented the most attractive tender.
- The Council of the Corporation of the Township of Ear Falls shall have the final authority on all matters regarding this Tender

Confirm / Acknowledge: _____

EVALUATION

Tenders will be evaluated based on the following criteria.

	CRITERIA	MAX. SCORE
1	Cost to the Township of Ear Falls	30
2	Experience of Firm / Staff Availability / Client Reference / Track Record	15
3	Compliance with Proposal Requirements & Terms of Reference Attached	30
4	Delivery / Availability / Lead Time	10
5	Safety and Ergonomic Features	10
6	Value Added Features	5
	Total Available Points	100

PROPOSAL EVALUATION (where applicable)

For purposes of evaluation the total cost of the base equipment as specified in the tender, excluding options, will be considered, although optional items may be added or deleted as deemed necessary by the Township.

Confirm / Acknowledge: _____

The Township shall be the sole judge as to the calculation of basis of award and has the right to award this contract in whole or in part, that which is deemed most advantageous to the Township.

Confirm / Acknowledge: _____

AWARD OF CONTRACT

Award of this contract is anticipated by **August 2nd, 2018**

Confirm / Acknowledge: _____

The decision of the Selection Committee shall be final and without recourse.

Confirm / Acknowledge: _____

DELIVERY, ACCEPTANCE AND PAYMENT

I/We, hereby guarantee delivery of the following described equipment to the Ear Falls Public Works Yard, 4 Bannatyne Ave , Ear Falls, Ontario, within _____ calendar days after notification of award. Delivery is of the essence and will be considered as part of the award.

Confirm / Acknowledge: _____

The Township may request to inspect any vehicle / equipment / product at the local premises of the vendor / supplier (or representation of such) prior to the actual delivery to the specified Public Works Yard.

Delivery of such must be first approved by the Clerk Treasurer Administrator.

The Vendor(s) shall not assume that physical delivery to the Township implies full acceptance of the unit.

Confirm / Acknowledge: _____

The Township of Ear Falls will not make any payment until all items / terms applicable to this tender have been included / completed to the entire satisfaction of the Township of Ear Falls.

Confirm / Acknowledge: _____

ENCLOSURES

- Specifications in General
- Specifications in Detail
- Schedule of Pricing (including Parts & Service and Warranty)

General Conditions / Requirements for Tenders.

SPECIFICATIONS - IN GENERAL

The Corporation of the Township of Ear Falls requires **the Purchase of a New 2018 or 2019 3500 Chassis Crew Cab Truck with Flat Deck/Dump and 9' Western Pro Plow or 9' Western Pro V-Plow or Equivalent**. Bidders must certify that the new model offered is current year's manufacture. The equipment shall include the latest modifications available at the time of purchase. Quotations on older models will be considered if offered as an alternative.

Where specific items are specified in regards to manufacture and model, the Corporation will consider "approved equivalents" providing the make and model being offered are equal to or exceed the items being asked for in regards to design, quality, material, and performance.

Confirm / Acknowledge: _____

Where applicable, all equipment supplied under this contract must be C.S.A. approved and bear the appropriate labels.

Confirm / Acknowledge: _____

Product offered must be approved by the Ministry of Transportation and Ministry of Environment (and any such agencies) for its intended use.

Confirm / Acknowledge: _____

The shipper and/or carrier must process all proper documentation.

Confirm / Acknowledge: _____

SPECIFICATIONS IN DETAIL

New 2018 or 2019 3500 Chassis Crew Cab Truck with Flat Deck/Dump and 9' Western Pro Plow or 9' Western Pro V-Plow or Equivalent

1. ENGINE

- 1.1 Gas _____
- 1.2 V8 _____

2. CHASSIS

- 2.1 Vinyl Bench Seats/Floors _____
- 2.2 Fuel / Engine Temp / Tach Gauges _____
- 2.3 Color-Black _____
- 2.4 Width _____
- 2.5 Height _____
- 2.6 Length _____
- 2.7 Weight _____
- 2.8 Rust Protection _____
- 2.9 Skid Plate Package _____
- 2.10 GCWR 24500lbs. _____

3. ELECTRICAL SYSTEM

- 3.1 Heavy Duty Battery _____
- 3.2 Anti-Theft - ignition disable _____

4. TRANSMISSION

- 4.1 Automatic _____

5. BRAKES

- 5.1 4 wheel ABS _____
- 5.2 Parking brake _____

6. STEERING

- 6.1 Power steering _____

7. FUEL CAPACITY

- 7.1 State Capacity _____

8. **TIRES**

8.1 State Size _____

9 **REAR HITCH & FIFTH WHEEL**

9.1 Class V trailering _____

9.2 Towing Capacity (verify) _____

10. **OPTIONS**

10.1 Anti-Rust Undercoating _____

10.2 9' Pro Western Plow Assembly Installed _____

10.3 Bluetooth Sync system _____

10.4 Axle Ratio 4.3/ 176 WB _____

10.5 Value Package _____

10.6 Rear Window Brush Guard (back rack) _____

10.7 Air Conditioning _____

10.8 Flat deck 114" x 93"/dump _____

10.9 AM/FM/CD _____

11. **BROCHURES**

11.1 The manufacturer's standard descriptive specification literature should accompany tender form, including pictures of the actual vehicle and **IMPORTANT FEATURES CLEARLY MARKED.** _____

12. **MANUALS**

12.1 One (1) Operator's manuals _____

12.2 One (1) Service manual _____

13. **PAINTING:**

13.1 Manufacturers standard _____

14. **SAFETY FEATURES**

14.1 Vehicles supplied must meet the provisions of the Canada Motor Vehicle Safety Act and Regulations made thereunder which are in effect on the date of manufacture of each vehicle _____

14.2 Must meet **ALL** Regulations, both Provincial and Federal in effect at time of manufacture _____

15. **WARRANTY**

- 15.1 The performance and material warranty should be fully stated and attached to the tender. _____
- 15.2 Dealer should supply a full description of all extended warranties available including additional costs _____

16. **SERVICE**

- 16.1 Parts - fleet price or discount? State _____
- 16.2 Shop Work:
 - (A) Labor - discount? State _____
 - (B) Parts - fleet price or discount? State _____

17. **"CHASSIS" CARD**

- 17.1 To be supplied - if not available, dealer will supply list of applicable maintenance filters _____
- 17.2 Capacity, make, serial numbers of major components such as engine, transmission, differential, springs and housings _____
- 17.3 List of service parts, type/part no. i.e. plugs, filters, belts, etc., to accompany manuals _____

NOTE: Delivery of this equipment shall not be considered complete until the line cards and manuals have been delivered. _____

All **Technical Service Bulletins (TSB's)** applicable to these vehicles are to be supplied and forwarded as they are issued to:

Township of Ear Falls
P.O. Box 309
2 Willow Cres
Ear Falls, Ontario P0V 1T0
Attention: Jeff Russell, Manager of Public Service and Operations
Phone: (807) 222-3624 ext.24 Fax: (807) 222-2384 Cell (807) 727-7136
jrussell@ear-falls.com

SCHEDULE OF PRICING

New 2018 or 2019 3500 Chassis Crew Cab Truck with Flat Deck/Dump and 9' Western Pro Plow or 9' Western Pro V-Plow or Equivalent

The price(s) quoted below INCLUDES all duty, taxes (except HST which is identified separately), customs, clearances, cartage, freight and all other charges now or hereafter imposed or in force and is a **Total Firm Price**. HST is identified separately and will be extra to Total Firm Price. All taxes must be shown separately on invoicing. All shipping / handling charges to be included in all prices. No additional charges will be accepted.

All equipment specified in this tender is subject to Approval by the Council of the Corporation of the Township of Ear Falls.

TENDERS SUBMITTED ARE TO REMAIN FIRM FOR A MINIMUM OF 90 DAYS.

Confirm / Acknowledge: _____

I/We offer to sell as indicated in the detailed specification above:

MAKE

MODEL

YEAR

FOR A TOTAL FIRM PRICE OF \$_____

HST will be extra at a cost of \$_____

STATE REPLACEMENT COST FOR INSURANCE PURPOSES

REPLACEMENT COST \$_____ (excluding HST)

FINANCING OPTIONS AVAILABLE

FOR A TERM OF _____

MONTHLY COST OF _____

INTEREST RATE OF _____

PARTS & SERVICE AND WARRANTY

WARRANTY

Performance, Material Warranty and Maintenance requirements should be fully stated and attached to this tender.

Confirm / Acknowledge: _____

State name and address of Ear Falls Warranty, Parts & Service Depot where all components are located and maintained. State if different from bidder.

State Names, Phone, Cell, and Fax Numbers of Technical Service Personnel, and state hours of availability.

List current or past users of the services / products being offered and the locations where they were used. Please provide contact names, phone, fax numbers and some description of the project and scale.

GENERAL CONDITIONS / REQUIREMENTS

(where applicable)

INDEMNITY

The Contractor shall indemnify and save harmless the Corporation of the Township of Ear Falls from and against all liens, damages, losses, claims, demand payments, suits, actions, recoveries and judgements of every nature and description brought against him and/or the Township by reason of any act or omission of the said Contractor, his agents, or employees in the execution of, or as a result of the work or in the guarding of it. All permits and fees applicable shall be acquired and paid for by the Contractor.

Confirm / Acknowledge: _____

WORK DELAYS

If the Contractor is delayed in the performance of the Work by labour disputes, strikes, lock-outs (including lock-outs decreed or recommended for its members by a recognized Contractors' association, of which the Contractor is a member or to which the Contractor is otherwise bound), fire, unusual delay by common carriers or unavoidable casualties, or without limit to any of the foregoing, by a cause beyond the Contractor's control, then the Contract Time shall be extended for such reasonable time as the Consultant may recommend in consultation with the Contractor. The extension of time shall not be less than the time lost as the result of the event causing the delay, unless the Contractor agrees to a shorter extension. The Contractor shall not be entitled to payment for costs incurred by such delays unless such delays result from actions by the Owner.

Confirm / Acknowledge: _____

INTENT OF SPECIFICATIONS

Should any work or materials be required which are not detailed in the specifications, either directly or indirectly, but which are nevertheless necessary for the proper carrying out of the intent hereof, the Contractor is to understand the same to be implied and required, and shall perform all such work and furnish any such material as fully as if they were particularly delineated or described.

No after claim will be allowed or entertained for obstructions or work necessary to fully complete the work whereon said contractor made tender.

Confirm / Acknowledge: _____

CANCELLATION OF CONTRACTS

The Township reserves the right to terminate the contract without notice if due to non-performance and unsatisfactory services. The Township reserves the right to call in alternate services if the proponent is unable to provide the service when it is requested.

Confirm / Acknowledge: _____

INSURANCE: (From Successful Contractor Only) (if applicable)

The Contractor shall, during the course of any work for the Township, maintain general Comprehensive Liability Insurance Coverage in respect to the risks hereunder set out in the amounts stated, and shall file with the Clerk Treasurer Administrator of the Township of Ear Falls a certificate issued by the Insurer attesting that he is so insured.

<u>GENERAL LIABILITY</u>	Minimum Requirement
BODILY INJURY	\$2,000,000.00
PROPERTY DAMAGE	Inclusive

<u>AUTOMOBILE LIABILITY</u>	Minimum Requirement
BODILY INJURY	\$2,000,000.00
PROPERTY DAMAGE	Inclusive

Confirm / Acknowledge: _____

CERTIFICATES REQUIRED: (From Successful Contractor Only) (if applicable)

Prior to the commencement of any work under this contract the Contractor will file with the Township, to the attention of the Public Service and Operations Supervisor a Certificate of Insurance and Certificate Undertaking to Comply (Contractor Safety Policy).

WORKPLACE SAFETY & INSURANCE ACT (From Successful Contractor Only) (if applicable)

The Contractor shall also furnish evidence of compliance with all requirements of the Workplace Safety & Insurance Act. Independent operators will need CONFIRMATION from the Workplace Safety & Insurance Board (WSIB).

- i.e. i) Certificate of Clearance
- ii) Letter of Good Standing
- iii) Independent Operator Letter

NOTE: IN REFERENCE TO WORKPLACE SAFETY & INSURANCE ACT

The Corporation of the Township of Ear Falls requires all Contractors and independent operators to have a Status Ruling done from the WSIB prior to any work being carried out for the Corporation.

The Corporation may not issue a purchase order to any Contractor or independent operator until “Confirmation” from the WSIB is received.

Contractors or independent operators are to State if “Confirmation” and “Status Ruling” has been received from the WSIB, and are asked to submit a copy of such with this tender.

State: _____

WHMIS (where applicable)

The successful bidder shall submit applicable WHMIS sheets before shipping.

Confirm / Acknowledge: _____

HEALTH & SAFETY

The Corporation of the Township of Ear Falls recognizes and promotes good Health and Safety in order to prevent injuries and occupational illnesses.

Successful bidder(s) must be prepared and will be expected to demonstrate, illustrate and make aware of all applicable features of the equipment being purchased by the Township in regards to Health and Safety concerns.

Confirm / Acknowledge: _____

HEALTH & SAFETY PROPERTIES OF PRODUCT

All equipment supplied under this contract must meet or exceed all Municipal, Provincial and Federal Regulations regarding employee Health and Safety.

PROPONENT’S UNDERSTANDING

It is understood and agreed that the proponent has by careful examination, satisfied himself as to the nature and location of the work, the quality and quantity of services / materials to be encountered, the character of materials, labour and facilities needed in the completion of the work.

Confirm / Acknowledge: _____

FOR FURTHER INFORMATION

If further Technical Information is required, please contact

Jeff Russell, Manager of Public Service and Operations
P.O. Box 309, 2 Willow Cres.
Ear Falls, Ontario
P0V 1T0
Phone: (807) 222-3624 ext. 24 Fax: (807) 222-2384 Cell: (807) 727-7136
jrussell@ear-falls.com

COMPANY DETAILS:

PRINT COMPANY NAME

MAILING ADDRESS

POSTAL CODE

PHONE NUMBER

FAX NUMBER

CELL NUMBER

SIGNATURE OF AUTHORIZED OFFICIAL

DATE

PLEASE PRINT NAME

If your firm is interested in this project, please forward **two (2) hard copies and one (1) digital copy** of your submission to:

The Corporation of the Township of Ear Falls
Kimberly Ballance, Clerk Treasurer Administrator
P.O. Box 309; 2 Willow Crescent
Ear Falls, Ontario P0V 1T0

not later than:

**11:00 p.m., Local Time
Thursday July 19, 2018**

THE LOWEST OR ANY BID NOT NECESSARILY ACCEPTED.

LATE BIDS WILL NOT BE ACCEPTED

FACSIMILE, EMAIL OR TELEPHONE BIDS WILL NOT BE ACCEPTED