

INVITATION TO TENDER - TOWNSHIP OF SOUTH FRONTENAC

**TOWNSHIP OF SOUTH FRONTENAC
4432 GEORGE STREET,
SYDENHAM, ON K0H 2T0
TEL - 613-376-3027**

**INVITATION TO TENDER # FD-2021-01
FOR
TWO (2) 2021 THREE QUARTER TON CREW CAB
FOUR WHEEL DRIVE PICK-UP TRUCK**

TENDER CLOSING February 26, 2021 AT 1:00 PM

LOWEST OR ANY TENDER NOT NECESSARILY ACCEPTED

We _____ hereby, tender and agree to the Township of South Frontenac, Ontario, with all other charges fully paid, the following described TWO (2) Three Quarter Ton 4x4 Crew Cab Pick-up Trucks with attachments in full conformity with the specifications attached hereto for the following sum in lawful money of the Dominion of Canada, subject to the approval of the Township of South Frontenac.

TWO (2) 2021 THREE QUARTER TON CREW CAB FOUR WHEEL DRIVE TRUCK

MAKE: _____

MODEL: _____

YEAR OF
PRODUCTION: _____

DEALER: _____

ADDRESS: _____

NAME OF PERSON SIGNING
(PRINT): _____

DELIVERY DATE _____

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TWO (2) THREE QUARTER TON CREW CAB TRUCK _____

TWO (2) LEER Truck Cap and 1500lbs Bedslide _____

(x2) Spray in Box Liner by Line-X (or approved equivalent) _____

(x2) Undercoating by Krown Rust Control (or approved) _____

Sub Total _____

H.S.T. _____

TOTAL _____

SIGNATURE OF PERSON SIGNING ON BEHALF OF TENDERING COMPANY

POSITION IN COMPANY

DATE

GENERAL CONDITIONS

GENERAL

SEALED Tenders will be received until:

1:00 p.m. local time, February 26, 2021

and shall be addressed to:

Clerk's Department
Mr. Neil Carbone, CAO
Township of South Frontenac
P. O. Box 100
4432 George Street
Sydenham, Ontario K0H 2T0

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TENDERING REQUIREMENTS

- i) Sealed bids, plainly marked as to contents, must be received prior to the closing date specified. Bids received after closing time will not be considered.
- ii) Bids must be submitted on the Tender Form supplied.
- iii) Bids must be completed in ink or by typewriter (not in pencil).
- iv) Bids which are incomplete; or contain additions, conditions or reservations not called for; or which contain erasures or are obscure or illegible may be rejected as informal.
- v) Bids must be signed by an authorized official of the firm.
- vi) The Township reserves the right to reject any or all tenders or to accept any tender should it is deemed to be in its best interest to do so.
- vii) The Owner and its constituent local municipalities reserve the right to delete items, sections or parts of this tender, in whole or in part, if it is deemed to be advantageous to the Owner. The lowest tender submitted after deletion of items, section or parts of the tender will be considered for acceptance subject to vi) above.
- viii) One copy of the completed Form of Tender, on the forms provided, shall be submitted. All information requested shall be shown in the Tender, in the space provided

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Clarification

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It will be the bidder's responsibility to clarify any details in question before submitting a Quotation. All official correspondence in regards to the specifications should be directed to the South Frontenac Fire and Rescue Director of Fire and Emergency Services/Fire Chief for the Township Of South Frontenac. The Municipality will assume no responsibility for oral instruction or suggestion.

firechief@southfrontenac.net or 613-376-3027 ext 2234

Withdrawal of Quotations

Companies will be permitted to withdraw their Quotation, unopened after it has been deposited, if such a request is received by the Technical Assistant, prior to the time specified for the closing of Quotations.

Rights of the Municipality

The Owner hereby reserves the right, privilege, entitlement and absolute discretion, and for any reason whatsoever to:

- i) accept a Bid which is not the lowest Bid, where such Bid is deemed most advantageous to the interests of the Owner or that may provide the greatest value advantage and benefit to the Owner based upon price, ability, quality of work, proposed schedule, service, past experience, past performance and qualification;
- ii) reject a Bid that is the lowest Bid even if it is the only Bid received;
- iii) cancel this Call for Bids at any time, either before or after the Closing Time;
- iv) accept or reject any and all Bids, whether in whole or in part;
- v) except in the case of Mandatory Requirements which must be complied with by all Bidders, accept an Informal Bid;
- vi) award any part of any Bid; or
- vii) accept or reject any unbalanced Bid.

The Owner reserves the right to consider, during the evaluation of Bids:

- i) information provided in the Bid itself;
- ii) information provided in response to enquiries of credit, experience and industry references set out in the Bid;
- iii) information received in response to enquiries made by the Owner of third parties apart from those disclosed in the Bid in relation to the reputation, reliability, experience and capabilities of the Bidder;
- iv) the manner in which the Bidder provides services to others;
- v) the compliance of the Bidder with the Owner's requirements and specifications; and;

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- vi) Innovative approaches proposed by the Bidder in the Bid where requested in the Bid Documents.

By submitting a Bid, the Bidder acknowledges the Owner's rights under this Section and absolutely waives any right, or cause of action against the Owner and its consultants, by reason of the Owner's failure to accept the Bid submitted by the Bidder, whether such right or cause of action arises in contract, negligence, or otherwise.

Sales Taxes

H.S.T. is extra unless otherwise stated herein.

Freedom of Information

Any information including all work as described in these documents, service or product details, prices, statements, and any other information provided by the bidder shall be kept strictly confidential and release of same, except for any details regarding this bid document stated in a report to the Council of the Municipality, shall only be granted in accordance with the *Municipal Freedom of Information and Protection of Privacy Act R.S.O.1990, c.M.56* as amended.

Firm Prices

Prices quoted are to be in Canadian Funds and are to remain firm for acceptance for a period of ninety (90) days unless otherwise stated herein.

Original Quotation Documents

It is to be understood that all terms and conditions, specifications, drawings, plans, all Quotation clauses, and the complete Quotation containing all documents as originally issued by the Township of South Frontenac shall constitute the Quotation Request. Any Quotations received that have clauses or any words or figures, statistics, numbers, quantities or any other items that have been changed or altered in any way may be rejected and not accepted by the Township of South Frontenac.

Agreement in Writing Only

No verbal arrangement or agreement, relating to goods, materials, articles, equipment, work or services, specified or called under this Quotation, will be considered binding, in every notice, advise or other communication pertaining thereto, must be in writing and signed by a duly authorized person.

Standards and Legislation

The successful bidder may be required to provide written documentation that all materials offered on the bidder's quotation meet all applicable Municipal, Provincial and Federal Government standards, legislation and law.

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Failure to Comply with all Quotation Terms

Failure to comply with all terms, specifications, requirements, conditions and general provisions of this Quotation, to the satisfaction of the Municipality, shall be just cause for the cancellation of the contract award. The Municipality shall then have the right to award this contract to any other contractor or to re-issue the Quotation. The Municipality shall assess against the contractor any damages whatsoever as a result of failure to comply.

New Goods and Materials Only

Unless otherwise stated all goods supplied as a result of this Quotation Request shall be new only, never used, of the latest manufacture and not re-manufactured.

Quotation Preparation Costs

The Municipality shall not be responsible for the costs incurred by any Bidder to prepare and submit a Quotation or any subsequent documents relating to a Quotation.

Delivery Information

- i) The prices stated in this Quotation cover the goods, materials, articles or equipment, referred to herein, being delivered F.O.B. destination, freight, express, duty and all other charges prepaid, unless otherwise indicated herein. A detailed delivery ticket or piece tally, showing the exact quantity of goods, materials, articles or equipment, shall accompany each delivery thereof. A storekeeper's or other receivers receipt shall not bind the Municipality to accept the goods, materials, articles or equipment covered thereby, or the particulars of the delivery ticket or piece tally therefore.
- ii) In the event that goods, materials, articles or equipment, specified or called for herein, are to be furnished from a point outside Canada at a price which is expressly not to include importation charges into Canada or delivery in the South Frontenac area, the Canada Customs Invoice in quadruplicate, with Bill of Lading, Export Entry form, Express receipt of advice of shipment by Parcel Post, shall be mailed to the Township Of South Frontenac, 4432 George Street, Sydenham, Ontario, Canada, K0H 2T0.
- iii) Should an additional tax or duty or any variation in any tax or duty, become directly applicable to goods, materials, articles or equipment, specified or called for in this Quotation, the submission by the Bidder shall be all inclusive of these costs and considered in the final bid quote and be the responsibility of the bidder before the delivery of the goods, materials, articles or equipment.
- iv) Unless otherwise stated, all goods, materials, articles or equipment supplied pursuant to this condition shall be subject to inspection by the Municipality at the point of unloading. No extra charge shall be made by the Vendor for packaging, packing or containers, unless otherwise indicated herein.
- v) The Bidder agrees that the goods, materials, articles, equipment specified or called for in or under this Quotation, will be delivered within the period set out herein as the guaranteed period specified above for the delivery of or completion after receipt of an official order therefore. Failure to meet the stated delivery date will result in the successful bidder will pay to the Municipality, as liquidated damages and not as a

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penalty, an amount equal to \$200 per calendar week, calculated from the specified delivery date stated on page one of the tender document until the date of actual delivery.

Protection of the Municipality

The successful bidder shall at all times well and truly save, defend, keep harmless and fully indemnify the Municipality and its servants, employees and agents, from and against all actions, suits, claims, demands, loss, costs, charges, damages and expense, brought or made against or incurred by the Municipality, its servants, employees or agents, in any way relating to goods, materials, articles or equipment, supplied pursuant to this Quotation.

Erasures and Alterations

Any erasures, alterations or cross-outs must be initialed in ink by the bidder. Failure to do so may result in the rejection of the bidder's quotation by the Municipality.

Limitation and Waiver of Damages

The Bidder, by submitting a quotation, agrees that it will not claim damages, for whatever reason, relating to the Contract or in respect of the competitive process. The Bidder, by submitting a quotation, also waives any claim for loss of profits if no agreement is made between the Bidder and the Municipality.

Bid Results

Notification of the prices received by any or all bidders shall not be made known until Municipal staff has had sufficient time to review all bids received. Any notification of prices received shall be in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* R.S.O.1990, c. M.56 as amended.

Removal from Bidders List

The Municipality reserves the right to remove from its list of bidders, for an indeterminate period, the name of any bidder who fails to execute or accept a contract or purchase order or for unsatisfactory performance on any previous or current contract held with the Municipality or if the bidder is currently involved in litigation of any kind against the Municipality.

Additional Requirements

The Township of South Frontenac reserves the right to add or delete items listed herein following award of any contract(s) or purchase order(s) resulting from this bid document. Unit prices stated by the bidder shall apply.

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Extension of Contract or Purchase Order

The time period duration of any contract or purchase order resulting from this Quotation may be extended for a specific period provided that both the Municipality and the successful bidder agree to such extension. The Municipality may notify the successful bidder at any time to seek an extension.

Award of Contract

- i) The award of any contract that may result from this Quotation may be subject to budget approval. The Township of South Frontenac reserves the right to negotiate price or terms with the low bidder should the bid price be over the budget allotted for this project. Items identified in the bidder's offer may be eliminated to lower the overall total price of the bidder's quotation. Should negotiations with the low bidder not be successful, the Township reserves the right to enter into negotiations with the next lowest bidder or bidders or to cancel the bid outright or to cancel and recall the quotation.
- ii) Prior to an award, the Quotation Form and the Quotation submitted becomes part of the contract document or Purchase Order. The bidder must accept the Municipality's Contract or Purchase Order which will supersede all other contracts. The Municipality reserves the right to reject any Quotations which may be restricted by the clauses in a bidder's Contract or Quotation.

Quotation Submission and Correspondence in English

Quotation submissions must be prepared in English and bidders must be able to converse and correspond fluently in English directly or through an interpreter supplied by and at the total cost to the bidder.

Payments

Vendors will be required to sign up Electronic Funds Transfer. Invoices for services or goods need to be rendered within 120 days of the day of services being provided or delivery of goods otherwise Township will have no obligation to pay. Delays in receiving timely invoices will affect the rating of a vendor's performance during the procurement process including contract renewal and may result in work being awarded to other vendors.

Liability for Errors

While the Township of South Frontenac has used considerable efforts to ensure an accurate representation of information in this Quotation, the information contained in this Quotation is supplied solely as a guideline for bidders. The information is not guaranteed or warranted to be accurate by the City, nor is it necessarily comprehensive or exhaustive. Nothing in this Quotation document is intended to relieve bidders from forming their own opinions and conclusions with respect to the matters addressed in this Quotation document.

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Modification of Terms and Addendums

The Township of South Frontenac reserves the right to modify the terms of the Quotation document. Any modifications or changes to the Quotation will be issued in the form of an addendum and will be sent to all bidders who have picked up or have requested a copy of the Quotation from the Township. The Quotation and any addendums will also be posted on the Townships Web Site.

Vehicle Licensing

All requirements for licensing shall be completed by the successful bidder. Invoicing for licensing shall be separate from the tender price. All required documentation shall be provided by the Municipality to complete the licensing. Vehicles shall be licensed for the GVW as specified in this document.

Adjustments to Quotation Submissions after Closing Date

No adjustments by any bidders to their Quotation submissions will be permitted after the stated closing date for this Quotation, except as otherwise provided herein.

Broader Public Sector (BPS) organizations including municipalities

The Township of South Frontenac is part of the Broader Public Service of the Province of Ontario and as such is entitled to the concessions (discounts) as arranged by the Ministry of Government Services under VOR: OSS 074423.

Liquidated Damages

Goods, articles, materials, and/or equipment shall be delivered to the location specified in the tender prior to delivery date stated on page 1 of tender document. Should the successful bidder fail to deliver the goods, articles, materials, and/or equipment as required within this timeframe, the successful bidder will pay to the Municipality, as liquidated damages and not as a penalty, an amount equal to \$200 per calendar week, calculated from the specified delivery date stated on page one of the tender document until the date of actual delivery.

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All inquiries concerning this tender please contact:

Darcy Knott
Director of Fire and Emergency Services/Fire Chief
South Frontenac Fire and Rescue
firechief@southfrontenac.net

Telephone: 613 376-3027 EXT.2234

All tenders must be submitted by the time of closing to the attention of:

Neil Carbone
C.A.O.
Township of South Frontenac
P. O. Box 100
4432 George Street,
Sydenham, ON K0H 2T0

TWO (2) 2021 THREE QUARTER TON EXTENDED CAB 4X4 PICK-UP TRUCKS

SPECIFICATIONS:

CONFIRMATION

1. G.V.W.R. RATING

Gross Vehicle Weight rating (GVWR) 8800 lbs

YES: NO:
SPECIFY:

2. FRAME AND CHASSIS:

Wheel base to be approximately 160" (6 1/2 ft. box)

YES: NO:
SPECIFY:

State frame yield strength, specifications & dimensions

SPECIFY:

Factory installed Bug Deflector (black)

YES: NO:

Chrome front bumper.

YES: NO:

Chrome rear step bumper.

YES: NO:

Trailer wiring harness.

YES: NO:

Factory installed Tow Package complete with 2" ball and receiver.

YES: NO:

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Tubular Step Running Boards YES: NO:

Transfer Case and Fuel Tank Skid Plates YES: NO:

Front and Rear Mud Flaps YES: NO:

3. **SUSPENSION**

Minimum of GAWR Front Axle of 4,500 lbs. YES: NO:
SPECIFY:

Minimum of GAWR Rear Axle of 6,000 lbs. YES: NO:
SPECIFY:

State Rear Axle Ratio. SPECIFY:

Front Stabilizer. YES: NO:
SPECIFY:

Heavy duty or Off Road shock absorbers. YES: NO:
SPECIFY:

4. **ENGINE (V8 GASOLINE Minimum 6.0 Litre)**

Please State The Following:
Cubic Inch Displacement (CID) SPECIFY:

Horse Power (HP) SPECIFY:

Ft Lbs. Torque SPECIFY:

Electronic Fuel Injected (EFI) YES: NO:
SPECIFY:

One (1) full flow disposable spin on oil filter (lube oil). YES: NO:
SPECIFY:

Frame type fuel filter. YES: NO:
SPECIFY:

High opening 180 – 190°F thermostat. YES: NO:

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	SPECIFY:	
Anti-freeze permanent type -40°C	YES:	NO:
	SPECIFY:	
12 Volt charging system.	YES:	NO:
	SPECIFY:	
ONE (1) 650 CCA minimum, maintenance free battery	YES:	NO:
	SPECIFY:	
Engine Block Heater and socket	YES:	NO:
5. <u>ALTERNATOR</u>		
150 Amp minimum self regulated low cut in speed.	YES:	NO:
	SPECIFY:	
Dual Belt (2) drive or Serpentine.	YES:	NO:
	SPECIFY:	
6. <u>TRANSMISSION (AUTOMATIC)</u>		
Heavy Duty 6 speed overdrive.	YES:	NO:
	SPECIFY:	
Two speed transfer case.	YES:	NO:
	SPECIFY:	
Manual Lockout on overdrive.	YES:	NO:
	SPECIFY:	
7. <u>BRAKES</u>		
Anti-Lock brakes.	YES:	NO:
	SPECIFY:	
Full Hydraulic/ Front Disk Type/Rear Disk Type.	YES:	NO:
	SPECIFY:	

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8. STEERING

Integral full power hydraulic.

YES: NO:
SPECIFY:

9. WHEELS AND TIRES

17" X 6.5", 8 Bolt.

YES: NO:
SPECIFY:

Full size spare required
(Same Model as Below)

YES: NO:
SPECIFY:

Tires Shall Be LT265/70R X 17 B.F. Goodrich All-Terrain KO2
Or Customer Approved Equivalent

YES: NO:
SPECIFY:

Factory installed Mud Flaps

YES: NO:
SPECIFY:

10. CAB - INTERIOR

Padded sun-visors left and right side.

YES: NO:
SPECIFY:

Bench type seats/ Interior colour grey/ Cloth Fabric
60/40 or 40/20/40 Split

YES: NO:
SPECIFY:

Vinyl Floor/ No Carpet. Complete with Weathertech Mats

YES: NO:
SPECIFY:

Front Dome Lights/ Map Reading Light/ Cargo Box Light

YES: NO:
SPECIFY:

Dual Cup Holders.

YES: NO:
SPECIFY:

Full gauges – speedometer, odometer, tachometer, oil pressure,
Water temperature, fuel level, volt meter, and hour meter.

YES: NO:
SPECIFY:

AM/FM Radio c/w 4 speakers minimum
(factory installed).

YES: NO:
SPECIFY:

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Factory Installed Bluetooth System	YES: SPECIFY:	NO:
11. <u>CAB – INTERIOR (CONT'D)</u>		
Two (2) speed electric wipers c/w intermittent controls	YES: SPECIFY:	NO:
High output heater.	YES: SPECIFY:	NO:
Four way emergency flashers, heavy duty.	YES: SPECIFY:	NO:
Tilt Steering	YES:	NO:
Remote Keyless Entry with Remote Start	YES:	NO:
Factory Installed Power Windows	YES:	NO:
Factory Installed Power Door Locks	YES:	NO:
Tinted Glass, all windows	YES: SPECIFY:	NO:
Heated Rear Window	YES:	NO:
Outside Mirrors, Power Remote and Heated	YES: SPECIFY:	NO:
Halogen Headlights	YES: SPECIFY:	NO:
LED Box Lighting	YES:	NO:
Class ABC Fire Extinguisher is to be installed.	YES:	NO:
A complete Emergency First-Aid Kit is to be installed.	YES:	NO:
12. <u>PAINT</u>		
Base Clear, <u>Colour shall be Fire Cracker or Flame Red</u> Or Customer approved Equivalent	YES: SPECIFY:	NO:

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13. FUEL TANK

Approximately 130 Litres

YES: NO:
SPECIFY:

14. SERVICE MANUAL

Supply one (1) set of current shop manuals (including wiring Diagram) with total order.

YES: NO:
SPECIFY:

15. WARRANTY

State Base warranty coverage.

YES: NO:
SPECIFY:

State powertrain warranty coverage.

YES: NO:
SPECIFY:

State rust warranty coverage.

YES: NO:
SPECIFY:

16. INFORMATION

Supply two (2) complete sets of keys.

YES: NO:
SPECIFY:

Vehicle to be licensed by the dealer and to be invoiced separately.

YES: NO:
SPECIFY:

FUEL ECONOMY AND GHG EMISSIONS – Fuel economy Statistics quoted in litres per 100km for city and highway situations as determined by the National Resources Canada Office of Energy Efficiency.

YES: NO:
SPECIFY:

Greenhouse Gas Emissions shall be quoted in kilograms eCO₂ per Year as determined by the National Resources Canada Office of Energy Efficiency.

YES: NO:
SPECIFY:

State the recommended octane rating of the proposed vehicle's fuel.

YES: NO:
SPECIFY:

VEHICLE SAFETY RATING – Vehicles safety ratings shall be quoted in “number of stars out of five” for:

YES: NO:
SPECIFY:

- Frontal Driving Rating
- Frontal Passenger Rating

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- Side Driver Rating
- Rollover 2 Wheel Drive Rating

Shall be quoted as determined by the New Car Assessment Program (NCAP) as administered by the National Highway Traffic Safety Authority (NHTSA).

17. ATTACHMENTS

Spray in Box Liner by Line – X (or approved equivalent) YES: NO:
SPECIFY:

Undercoating to be provided by Krown Rust Control YES: NO:
SPECIFY:

18. LEER Truck Cap DCC-MT3 and Bedslide 1500 Contractor Model

These units must be colour matched with the body of the truck and include a TM Bedslide 1500lbs Contractor Model bed slide out fitted to the maximum length of the truck bed.

(Or approved equivalent)

Price Two Sets (1 set per unit): _____