



# REQUEST FOR TENDER

TO SUPPLY AND DELIVER

ONE NEW 4x4 EXTENDED CAB, SHORT BOX PICKUP TRUCK

BW-BLDG-01-2021

**DATE & PLACE FOR RECEIVING TENDERS:**

Tenders will be received by Mike Rolph, Manager of Development Services, until  
**12:00 pm on Friday, July 23, 2021** at:

The Municipality of Bluewater  
14 Mill Avenue, Box 250  
Zurich, Ontario N0M 2T0

**INFORMATION TO BIDDERS**

**1. DATE AND PLACE FOR RECEIVING TENDERS**

Tenders will be received by:

Mike Rolph, Manager of Development Services  
Municipality of Bluewater  
14 Mill Avenue, PO Box 250  
Zurich, Ontario N0M 2T0

Until: 12:00 p.m. local time, Friday, July 23, 2021

For: To Supply and Deliver 1 New 4x4 Extended Cab Short Box Pickup Truck

**2. SUBMISSION OF TENDER**

Tenders shall be submitted on the forms provided and delivered in an opaque sealed envelope, clearly marked:

**“Tender to Supply and Deliver 1 New 4x4 Extended Cab Short Box Pickup Truck: BW-BLDG-01-2021”**

Each bid shall contain the full name of the proponent, and be duly signed by a person with authority to bind the corporation.

The proponents shall submit with the tender document; description literature and detailed technical specifications of the equipment being tendered.

Proponents shall sign and date all addenda and attach copies to the submitted tender.

**Tenders arriving after the stated closing time will not be considered.**

**3. CLARIFICATION**

Should a bidder find discrepancies in or omissions from the tender documents, or should there be any doubt as to their meaning, please direct all inquiries or questions to:

Mike Rolph, Manager of Development Services  
Telephone: (519) 236-4351 ext. 225  
Fax: (519) 236-4329  
E-mail: [mrolph@municipalityofbluewater.ca](mailto:mrolph@municipalityofbluewater.ca)

Should a correction, explanation, or interpretation be necessary or desirable, a written addendum will be issued to all bidders. Addenda, issued during the bidding period, are part of these tender documents.

**4. WITHDRAWAL OR QUALIFYING OF TENDERS**

A bidder, who has already submitted a tender, may submit a further tender at any time up to the official closing time. The last tender received shall supersede and invalidate all tenders previously submitted by that bidder for this contract.

A bidder may withdraw their tender at any time up to the official closing time by submitting a letter bearing his signature and seal as in his tender to The Municipality of Bluewater. No emails, telegrams, facsimile or telephone calls will be considered. After the official closing time for receiving of tenders, all tenders received shall be irrevocable.

**5. BASIS FOR REJECTION OF TENDER(S)**

Tenders may be rejected for one or more of the following reasons:

- a) Bids arriving after the closing time and date as specified in this document
- b) Bids received in a form other than the tender form supplied
- c) Bids not completed in ink or by type
- d) Bids containing any other form of alteration, including but not limited to include; strike-out, white-out, etc.
- e) Qualified or conditional bids
- f) Bids not properly signed and sealed

**6. RESERVATIONS**

The Municipality reserves the right to reject any or all tenders. The lowest or any tender will not necessarily be awarded.

**7. BINDING AGREEMENT**

All tenders shall be final and binding on the proponent for a period of sixty (60) days from the closing date and time and may not be altered by any subsequent offerings, discussions, or commitments unless the proponent is requested to do so by the Municipality.

**8. PRICES AND BUDGETS**

Should it be determined that the changes in the scope of the contract are of sufficient magnitude, then the Municipality shall cancel the quotation process, then, at its discretion, commence a new process in order to complete the project within the budget available.

The Municipality will not be held responsible for any cost incurred by any bidder associated with preparing or submitting a quotation for this project, should the quotation be rejected or the process cancelled.

**9. FAILURE TO PERFORM**

If the supplier fails to deliver the truck within the time stated in the tender, the Municipality of Bluewater may cancel the order upon twenty-four (24) hours written notice.

The said Municipality shall have the full right and power at its discretion, without process of action at law, to re-let the same to any other person, persons, or Company.

## **GENERAL CONDITIONS**

### **1. SCOPE OF WORK**

The Building Department is seeking to purchase one new Extended Cab Short Box Pickup Truck.

### **2. VEHICLE COMPLIANCE**

The proponent shall comply with the Ontario Motor Vehicle Industry Council which licenses and regulates motor dealers in Ontario and registration is mandatory for Ontario motor vehicle dealers. The unit must also comply with the Canadian Motor Vehicle Safety Standards and the Ministry of Labour Regulations. The proponent must also comply with the Motor Vehicle Act regulations and the unit be safety inspected with proper certification documents upon delivery. The equipment furnished shall also conform to ANSI Safety Standards where applicable.

### **3. AUTHORIZED WARRANTY REPAIR**

Bidders must submit with their tenders, after sales service and parts support capability. Service must be available to provide repairs with minimum down time.

Operating, Parts & Maintenance Manuals shall be provided with the equipment.

### **4. OPERATIONAL TRAINING DEMONSTRATION**

If requested, tenderers shall provide an operational demonstration of the equipment tendered at no cost to the Municipality.

### **5. SELECTION OF EQUIPMENT**

While the purpose of the specifications is to indicate certain minimum requirements in the way of capacity, strength, construction and other details, their use is not intended to restrict the Municipality in the selection of equipment which may be considered most suitable for the service involved. In other words, even though Tenders are received based on furnishing equipment which may meet the minimum requirements indicated, it is not intended that this alone shall limit the award but that other factors shall be considered together with any experience the Municipality may or may not have had with the unit being proposed.

## **FORM OF TENDER**

All equipment furnished shall be new manufacturer's current production model and shall conform to the current Province of Ontario safety standards.

**The following are minimum requirements to supply and deliver one new 4x4 extended cab short box pickup truck.**

Any deviations from these specifications which, in the opinion of the Municipality, do not affect the overall requirements of the unit may be considered. Please provide the requirement information and indicate by (√) if available in tendered vehicle and if not please provide information on what is included in the tender price.

**One New 4x4 Extended Cab Short Box Pickup Truck**

	<b>Requirements</b>	<b>Yes</b>	<b>No</b>	<b>Actual Specifications</b>
1.	One New Extended Cab Short Box Pickup Truck			
2.	Four wheel drive – electric activated transfer case (push button or switch)			
3.	Extended cab short bed			
4.	Front Suspension – H.D. spring type			
5.	Rear Suspension – H.D. leaf type & shocks			
6.	Wheels Size – minimum 17” all-season Rim Type – steel rims			
7.	Spare tire and rim (one required) – full size			
8.	Brakes – ABS power assisted – 4 wheel disc			
9.	Gasoline engine – 6 cylinder Engine displacement – specify Fuel economy – specify			
10.	Antifreeze – to be supplied and installed – top grade ethylene glycol antifreeze -40° below			
11.	Power steering			
12.	Automatic H.D. transmission with external cooler			
13.	Locking differential - automatic			
14.	Class IV hitch receiver with 4-pin & 7-pin wiring harnesses			
15.	Electric systems 12 volts H.D. 150 amp minimum alternator 750 cca minimum battery			
16.	AM/FM minimum			
17.	Vinyl/rubber flooring and mats			
18.	Cruise control			
19.	Air conditioning			
20.	Mirrors – power adjustable and heated			
21.	Electric intermittent windshield wipers			
22.	Bumpers - chrome			
23.	Seats - 40/20/40 split bench with cloth			
24.	Power windows			
25.	2 front tow hooks			
26.	Front & rear splash guards			
27.	Colour of truck – red (to be selected by Bluewater)			
28.	Keys – 2 sets remote keyless entry			
29.	Bluetooth integrated voice command			
31.	Warranty – specify			
32.	Provide licensing and licence plates.			
33.	OPTIONAL - Tinted Back Windows (price separately)			
34.	OPTIONAL - Remote Start (price separately)			
35.	OPTIONAL - LINE-X spray-on bedliner (price separately)			

**Bid Price for One New 4x4 Extended Cab Short Box Pickup Truck**

Tender Price	\$
H.S.T.	\$
<b>Total Tender Price</b>	<b>\$</b>

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**Notes:** *Do not include any Extended Warranties in the price Quoted.*

\_\_\_\_\_ *Licensing shall be done by the dealer.*

\_\_\_\_\_ *Complete manufacturer's literature and specifications shall accompany this quotation.*

STATE DELIVERY DATE: \_\_\_\_\_ WEEKS AFTER RECEIPT OF PURCHASE ORDER.

Company \_\_\_\_\_ Authorized Representative \_\_\_\_\_

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

The undersigned Tenderer has carefully examined the Tender document and will furnish all materials called for by the Tender documents in the manner prescribed therein, for the cost as submitted in the Bid Price. The undersigned bidder also understands and agrees as follows:

- 1.This Tender is irrevocable and open for acceptance for a period of sixty (60) days from the date of the closing of the Tender.
- 2.That no person, firm or corporation other than the Tenderer has any interest in this Tender.
- 3.That this Tender is made by the Tenderer without any connection, knowledge, comparison of figures or arrangement with any other person or person submitting a Tender for the same, and is in all respects fair and without collusion or fraud.

Authorized Signing Authority: \_\_\_\_\_

(Full Name & Title)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I have authority to bind the Corporation.