



The City of Grand Forks

REQUEST FOR QUOTATION (RFQ)

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REQUESTER INFORMATION			Date of the RFQ 26/08/2016	RFQ Closing Date & Time 14/09/2016 - 2:00pm	
Department:	Water & Sewer				
Contact Name:	Dean Chapman				
Telephone #:	250-442-8266 x 60244		RFQ NO.		
E-mail:	dchapman@grandforks.ca		ITT-WS20169-02 Well 3 Pump Motor and VFD Electrical Installation		
Description of required supplies, works or services: Electrical Installation as defined in attached Specification Document and Drawings					
TIMELINE:					
08-Sep-16 Optional Site Meeting - 10am - please contact Dean to confirm attendance					
14-Sep-16 RFQ closing					
26-Sep-16 Electrical Installation - must be completed by October 3, 2016					
Item No.	Quantity	Unit of Measurement	Goods & Services Catalogue # and Description	Unit Price CDN \$	Total Price CDN \$
Total Amount before Taxes					
Goods & Services Taxes (G.S.T.)					
Grand Total including G.S.T.					
Supplier Information:			The following Section must be completed by the Supplier and included in the Supplier's proposal in response to this RFQ.		
Supplier Name		Supplier Address, Telephone No. & E-mail			Supplier's Quotation #
					Quotation Date
Supplier Contact Name			Signature		

RFQ Terms and Conditions

- Supplier's response to this RFQ must be sent to the City of Grand Forks by mail or E-mail to the attention of the Requester, as specified above.
- Supplier may attach a quotation to this form or may enter prices directly on this form.
If quotation is provided, the Supplier Information Section of this form must be completed and attached as the first page of Supplier's proposal.
- The quantity specified above is provided as a best estimate only.
- Prices are in Canadian dollars. In the event of a discrepancy/error in the total prices indicated above or in the Supplier quotation, the unit price will prevail.
- Goods and Services Tax (G.S.T.) is applicable but should not be included in the quoted prices.
- Supplier's proposal shall be valid for sixty (60) days from the date of Supplier's submission.
- Price may or may not be the determining factor in Supplier selection process.
- The award may be made to the Supplier(s) whose proposal(s) is (are) determined to be of highest value in terms of quality and price.
- The City reserves the right to request the Supplier(s) to demonstrate that adequate skills, equipment and resources are available for performance of the services.
- The City reserves the right to request any additional information that it deems necessary in order to make a decision on any proposal.
- The City reserves the right to reject any or all proposals after evaluation.
- Rejection of all proposals will mean that the City, in its own best interest at this time, has determined not to pursue the acquisition.
- A Supplier who submits a proposal to the City in response to this RFQ must be licensed and certified as required by the laws of B.C..
- Any resulting purchase shall be subject to the City of Grand Forks Contracting Authority & Purchasing Policy #802.
- Any proposal not supported by the information requested in the RFQ, or not complying with the RFQ requirements, may not be considered.