



Settle down.

CITY OF GRAND FORKS
REQUEST FOR QUOTATION
RFQ-EL2016-01
Distribution Transformers

August 2, 2016

REQUEST FOR QUOTATION

**Request for Quotation
Distribution Transformers**

1.0 Introduction

The City of Grand Forks, (the City), is soliciting quotations from qualified electrical suppliers for the following:

- Supply Distribution Transformers (see Section 11.0)

Your firm is asked to submit your quotation for the supplies up to **2:00:00 PM local time, August 23rd, 2016**. The quotation should be addressed to David Reid, Manager of Operations, and delivered to the following address:

City of Grand Forks
130 Industrial Drive
Grand Forks, BC V0H 1H0

Quotations received after the deadline will not be considered and will be returned unopened to the sender.

Quotations received by fax or email will not be considered.

Quotations will not be opened in public.

2.0 GST & PST

The quotation should include the Contractor's Goods and Services & Provincial Sales Tax numbers. The quotation should also indicate GST & PST separately.

3.0 Schedule

The supplies shall be delivered by **October 19th, 2016**. This date shall be confirmed by the Contractor in the Quotation or, if the Contractor wishes to offer an alternative date, that alternative date shall be provided in the Quotation.

4.0 Payment Terms

The quotation shall list the terms of payment.

5.0 Duration of Quotation

The Quotation shall be irrevocable and open for acceptance by the City for forty-five (45) calendar days following the end of the day the quotation is submitted.

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6.0 Quotation Selection

As it is the purpose of the City to obtain the Quotation most suitable and most advantageous to the interests of the City, the City reserves the right, in its sole and unfettered discretion, to reject or accept any Quotation, including the right to reject all Quotations.

Without limiting the generality of the foregoing, any Quotation which:

- is incomplete, obscure, irregular, or unrealistic;
- is non-compliant in a trivial/immaterial or substantial/material manner, or conditional;
- has erasures or corrections;
- fails to complete the information required in the Quotation;
- may, at the City's sole and unfettered discretion, be rejected or accepted.

Further, a Quotation may be rejected or accepted on the basis of the City's unfettered assessment of its best interest, which includes, but is not limited to the City's unfettered assessment as to a Contractor's past work performance for the City or for anyone else or as to a Contractor's financial capabilities, completion schedule, or ability to perform the Work, or the City's desire to reduce the number of different contractors on the location of the Work at any given time.

In the event that a Court of competent jurisdiction should find that the City has committed a breach of the law as it applies to this Request for Quotation process, which breach would include but not be limited to a breach of contract law, Tender law, a fundamental breach, an anticipatory breach or breach of duty of care or tort law (the "Breaches"), the Contractor and the City knowledge and agree that the City's liability for the Breaches will be a maximum of \$1,000 dollars all inclusive.

The City reserves the right to negotiate after receipt of all Quotations that the City deems has provided the most advantageous Quotation in all circumstances, including, but not limited to, when the lowest Price exceeds the City's budget. In no event shall the City be required to offer any modified terms to any other Contractor prior to entering into a contract with the successful Contractor and the City shall incur no liability to any other Contractor as a result of such negotiation or modification.

In no event shall the City be liable for a Contractor's costs for preparing a Quotation.

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7.0 Enquiries

All enquiries should be directed to:

David Reid
Manager of Operations
Phone: 250.442.8266
Email: dreid@grandforks.ca

8.0 Warranty As To Quality of Services

The Contractor represents and warrants to the City that the Contractor and its personnel and subcontractors have the education, training, skill, experience and resources necessary to perform the Work in accordance with the Drawings and the Contractor acknowledges and agrees that if the City enters into an agreement for the Work, the City may rely on such representations and warranties.

9.0 Confidentiality

Contractors should be aware that the City is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* (FOIPPA). A Contractor may stipulate in their Quotation that portions of the proposal contain confidential information and are supplied to the City in confidence. However, under FOIPPA the City may nevertheless be obligated to disclose all or part of a proposal pursuant to a request made under that Act, even if the Contractor has stipulated that part of the Quotation is supplied in confidence. The Contractor should review section 21 and other provisions of FOIPPA in order to gain a better understanding of the City's disclosure responsibilities under that Act.

10.0 Gifts And Donations

Contractors will not offer entertainment, gifts, gratuities, discounts or special services, regardless of value, to any employee of the City or elected City official. The successful Contractor shall report to the Corporate Officer of the City any attempt by City employee or elected official to obtain such favours.

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11.0 Specifications

As per:

- CSA C2.2-06 with attached amendments,
- CSA C802.1-00 (R05) Minimum Efficiency Values, &
- Voltage taps on 7.2 kV Windings 4 – 2.5%
- Include load and no load loss formula
- FOB: Grand Forks BC

| kVA Rating | Primary Voltage | Secondary Voltage | Quantity Required |
|------------|---|-------------------|-------------------|
| 25 | 4,160GrdY/2,400 X 12,470GrdY/7,200 dual | 120/240 | 5 |
| 50 | 4,160GrdY/2,400 X 12,470GrdY/7,200 dual | 120/240 | 20 |

Specification Amendments:

1.1 Amendments to CSA Standard C2.2-06

- Section 7, Off-circuit tap changer and voltage selector switches:
Add to 7.1: Dual primary voltage transformers shall be equipped with an external voltage-selector switch.
- Section 11, Optional Items:
Add to 11(c): Transformers rated 50 kVA or less shall be equipped with clamp-type secondary terminals. Transformers rated greater than 50 kVA shall be equipped with spade-type secondary terminals.
- New 11(q):
Transformers shall be furnished with hand wheel-type bushing covers on all high voltage insulated terminals.

1.2 Additions/Amendments to CSA Standard C227.3-06

- Section 7, Switches and tap changers:
Add to 7.1: Dual primary voltage transformers shall be equipped with an external voltage-selector switch.

1.3 Additions/Amendments to CSA Standard C227.4-06

- Section 1, Scope:
Add to 1.5: All transformers shall be radial feed unless specified otherwise.
- Section 5, Mechanical characteristics:
Add to 5.1.9: Dual primary voltage transformers shall be equipped with an external voltage-selector switch.