



The Corporation of the City of Grand Forks

Box 220, 130 Industrial Drive, Grand Forks, British Columbia V0H 1H0

REQUEST FOR QUOTATION

2013 ½ ton truck

The Corporation of the City of Grand Forks
Box 220, 130 Industrial Drive
Grand Forks, BC
Contact: Manager of Operations
Hal Wright
Phone: 250.442.4149

Quotations will not be opened publicly.

ATTACHMENT "A"
QUOTATION ADMISSION INSTRUCTIONS



THE CORPORATION OF THE CITY OF GRAND FORKS

INSTRUCTIONS TO BIDDERS

1.0 QUOTATION ADMISSION:

1.1 Submission of Quotation:

The Sealed Quotation shall be addressed to:

The Corporation of the City of Grand Forks
Box 220, 130 Industrial Drive
Grand Forks, BC V0H 1H0
Attention: Manager of Operations

Quotation envelope shall be marked:

“QUOTATION 2013 ½ ton truck”

Submission of quotations to the City via direct facsimile or email is not acceptable and all quotations must be submitted in a sealed envelope, clearly marked with the quotation number and project title.

The intention is to purchase a ½ ton truck with the option to lease if so desired.

1.2 Closing Date

Quotations will be received up to 2:00 pm, local time, Friday June 7, 2013. Quotations received after the closing time will be returned unopened.

1.3 Quotation Opening

Quotations will not be opened in public.

1.4 Acceptability of Quotation

The City reserves the right:

- a) to award bids received on the basis of individual items or groups of items or on the entire list of items;
- b) to reject any or all bids, or any part thereof;
- c) to waive any informality in the bids; and
- d) to accept the bid that is in the best interest of the City.

An acceptance mailed to the successful bidder within the time for acceptance specified in the quotation results in a binding contract without further action by either party. Quotations that are unsigned, incomplete, illegible, unbalanced, obscure, or other irregularities may be rejected as informal.

Quotation form must contain the Bidder's business or home address and legal status must be disclosed and must be signed by a duly authorized official.

The Quotation shall be open for acceptance for a period of thirty (30) days from the date of closing of this Quotation.

1.5 Quotation Pricing

Unit prices shall be shown for each unit on which there is a quotation.

Unless otherwise specified herein by the City of Grand Forks, all prices quoted are to be net prices in Canadian funds including Canadian Customs duties, and are to be FOB including delivery charges to the destination as indicated.

Goods and Services Tax and Province of B.C. Social Services Tax are to be extra where applicable.

The City reserves the right to terminate this contract based on unacceptable price increases during the contract period.

1.6 Liability

The Bidder shall ensure that the City of Grand Forks, its officers and employees, are saved harmless from any liability whatsoever arising out of the Bidder's performance or non-performance of the term of this Quotation, including the performance by any Sub-Contractor.

1.7 No Compensation Clause

Except as expressly and specifically permitted in these instructions to Proponents, no Proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in this RFQ and by submitting a proposal each proponent shall be deemed to have agreed that it has no claim.

1.8 Withdrawal

Quotations may be withdrawn by written notice only provided such notice is received by the Manager of Operations prior to the time set for the opening of quotations. Upon closing time all quotations become irrevocable. By submission of a quotation, the contractor agrees that should they be the successful proponent, the contractor will enter into a contract with the City of Grand Forks.

1.9 **Amendment of Quotations**

A bidder may amend or revoke a quotation by giving written notice, delivered by hand, mail, or fax, to:

*The Corporation of the City of Grand Forks
Box 220, 130 Industrial Drive
Grand Forks, BC V0H 1H0
Attention: Manager of Operations*

An amendment or revocation that is received after the Quotation Closing Date and Time shall not be considered and shall not affect a quotation as submitted.

An amendment or revocation must be signed by an authorized signatory of the bidder.

Any amendment that expressly or by inference discloses the bidder's Quotation Price or other material element of the quotation such that, in the opinion of the City, the confidentiality of the quotation is breached, will invalidate the entire quotation.

If a quotation amendment or revocation is sent by fax the bidder assumes the entire risk that equipment and staff at the receiving office will properly receive the fax containing the amendment or revocation before the Quotation Closing Date and Time. The City shall not be liable to any bidder if for any reason a fax is not properly received.

1.10 **Quotation Clarifications**

The owner in its sole discretion reserves the right to clarify any bid after closing and prior to award.

1.11 **Further Information**

Technical questions regarding this quotation should be directed to:

David Reid
Roads Airport and Equipment Coordinator
Phone: 250.442.8266 Ext. 60251

Questions regarding submission requirements, timing or similar contractual matters should be directed to:

Hal Wright
Manager of Operations
Phone: 250.442.4149
Fax: 250.442.8263
Email: hwright@grandforks.ca

**ATTACHMENT “B”
SCOPE OF WORK / SPECIFICATIONS**

REQUEST FOR QUOTATION
2013 ½ ton truck

2.0 SPECIFICATIONS

COMPONENTS	SPECIFICATIONS	REMARKS
ENGINE	– LOOKING FOR BEST FUEL EFFICIENCY IN GASOLINE ENGINE	
	– HORSEPOWER	
	– TORQUE	
	– BLOCK HEATER	
	– FUEL ECONOMY	
TRANSMISSION	– AUTOMATIC	
	– NUMBER OF GEARS	
AXLES	– TWO WHEEL DRIVE (EXPAND)	
	– BOLT PATTERN	
CAB	– STANDARD BASE MODEL TRUCK	
	– WITH SMALLEST FOUR DOORS AVAILABLE	
	– ANY STORAGE OPTIONS	
	– A/C	
	– RUBBER FLOOR MATS	
	– STANDARD STEREO (EXPAND)	
	– EXTRA POWER WIRED FOR COMMUNICATION RADIO	
WHEELS & TIRES	– WINTER TIRES AND BRAND	
	– SIZE	
	– DELETE TIRE PRESSURE MONITORING SYSTEM	
STEERING	– TILT STEERING COLUMN	
	– THREE SETS OF KEYS	
ELECTRICAL	– TRAILER PACKAGE	
	– SEVEN BLADE PLUG	
	– BEACON LIGHT MOUNTED TO HEADACHE RACK	

REQUEST FOR QUOTATION
2013 ½ ton truck

COMPONENTS	SPECIFICATIONS	REMARKS
SEATS	<ul style="list-style-type: none"> - BENCH SEAT (GIVE SPLIT) - BACK ADJUSTMENT AND OR LUMBAR SUPPORT OPTIONS - MAKE UP (CLOTH OR VINYL) 	
OVERALL	<ul style="list-style-type: none"> - DIMENSIONS - HEIGHT - WIDTH - LENGTH - WEIGHT (NET) - TOWING CAPACITY 	
BOX	<ul style="list-style-type: none"> - SIX FEET OR GREATER - SPRAY IN BED LINER IN BOX AND ON SIDE RAILS - FACTORY STORAGE OPTIONS - IF NO FACTORY STORAGE OPTIONS PRICE FOR TWO SIDE STORAGE COMPARTMENTS (EXPAND DETAILS) - ALUMINUM HEADACHE RACK 	
DATE OF DELIVERY TO GRAND FORKS B.C.		
MANUALS	<ul style="list-style-type: none"> - SUPPLY ONE PARTS MANUAL - SUPPLY ONE SERVICE MANUAL - SUPPLY ONE OPERATORS MANUAL 	
WARRANTY	<ul style="list-style-type: none"> - SUPPLY COPY OF MANUFACTURER'S WARRANTY WITH BID - PARTS WARRANTY - LABOUR WARRANTY 	

REQUEST FOR QUOTATION
2013 ½ ton truck

**ATTACHMENT “C”
QUOTATION FORM**

REQUEST FOR QUOTATION
2013 1/2 ton truck



THE CORPORATION OF THE CITY OF GRAND FORKS
REQUEST FOR QUOTATION

QUOTATION FORM

COMPANY NAME:

ADDRESS:

TELEPHONE NO:

FAX NO:

**AUTHORIZED
SIGNATURE**

PRINTED NAME

DATE OF QUOTATION

QUOTATION FORM (PAGE 1 OF 2)



REQUEST FOR QUOTATION
2013 ½ ton truck

QUOTATION FORM – CON'T

In accordance with the “Quotation Information & Specifications” which I/we have carefully examined, the undersigned hereby submits a firm Quotation for the sum of:

OPTION 1 – CONVENTIONAL PURCHASE

Item	Qty	Description	Unit Price
	1	2013 ½ TON TRUCK	
		Subtotal	
		GST @ 5%	
		PST @ 7%	
		Total (Canadian Funds)	

OPTION 2 – CONVENTIONAL LEASE

Item	Qty	Description	Unit Price
	1	2013 ½ TON TRUCK	
		Lease Agreement – Terms and Fees for a Closed End Lease	
		Lease Agreement – Rate of Interest	
		Lease Agreement – Amount of Monthly Payment	
		Lease Agreement – Early Termination Charge	
		Five-Year Lease Agreement Residual Value	
		Subtotal	
		GST @ 5%	
		PST @ 7%	
		Total (Canadian Funds)	