

CITY OF CHARLOTTETOWN

**One (1) New 2011-2012 1/4 ton ext cab 4x2 6ft long box Utility Vehicle, 5,500 lbs.Max GVWR
TENDER # 12-004**

TENDER OF: _____

ADDRESS: _____

CONTACT NAME: _____

TELEPHONE: _____ **FAX #:** _____

GST REGISTRATION #: _____

To furnish and deliver equipment in accordance with specifications annexed hereto.

The undersigned bidder has carefully examined the form of tender and the City of Charlottetown specifications to furnish and deliver the equipment listed below and described in the annexed specifications, and will accept, in full payment, the following price:

- Note:
- 1. Awards will be based on highest total score (out of 100 available points as shown on Line 9) meeting tender specifications. In the event of a tie score the tender will be awarded to the lowest cost vehicle indicated in Line 3.**
 - 2. All tender submissions must include the Enercan fuel rating confirmation with their bid.**
 - 3. Bidders must complete Lines 1 through 6 inclusive.**

A. 1/4 ton ext cab 4x2 long box

1	Net Unit Price for One (1) 2011/2012	\$ _____
2	GST	\$ _____
3	PST	
4	Total Price for One (1) Unit	\$ _____
5	Fuel consumption(based on 100,000 kilometers) 100,000 km x _____ (Enercan published rating for city driving) = 100 km	_____ liters x .9135 = \$ _____
6	Total Cost of Vehicle (Line 4 + Line 5)	\$ _____
7	Total Cost of Vehicle (value of 80 points) will be based on the lowest overall cost awarded 80 points and all other bids awarded points on the following formula (lowest total cost divided by the price being evaluated x 80 points)	_____/points (to be completed by City)
8	Air Pollution Score (value of 20 points). Score will be calculated from the EPA Green Vehicle Guide rating (out of 10) x 2.	_____/points (to be completed by City)
9	Total Score (value of 100 points) (Line 7 + Line 8)	_____/points (to be completed by City)

MAKE: _____ **YEAR:** _____

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MODEL: _____

DELIVERY DATE: _____ (# of calendar days for delivery to City of Charlottetown after receipt of order)

WARRANTY: _____ (# of months of warranty coverage after unit is put into service)

Manufacturer's standard warranty, which is offered to the general public. Specific Warranty:

All bids must include a firm delivery date

DELIVERY DATE – Delivery of goods specified herein shall be on or before the stated delivery date. The parties agree that circumstances arise which may delay delivery. TO this end a 10 day grace period will be added to the delivery date, however damages in the amount of \$25.00 per unit per business day late shall be payable to the City. Such amounts will be deducted from payments due the vendor at time of settlement.

Questions related to the Procurement Process should be directed to

Vada Fernandez Purchasing Officer

vfernandez@charlottetown.ca

Questions related to specifications contact

Jim Molyneaux Field Coordinator

jmolyneaux@charlottetown.ca

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**One (1) New 2011-2012 ¼ ton ext cab 4x2 6ft long box Utility Vehicle, 5,500 lbs.Max GVWR
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1. This form must be used for tabulation purposes. Specification sheets form part of tender and must not be removed.
2. All tenders must be accompanied by manufacturer's literature describing, in detail, the equipment bid upon.
3. Tender must include freight, duty, tax rates and charges, which are applicable at time tender is awarded. It is the responsibility of the bidder to determine from the appropriate authorities what taxes, rates and charges are applicable to this tender. **All taxes levied on tires and disposal thereof must be included in the net unit price.**
4. **ONLY FIRM TENDER PRICES MAY BE CONSIDERED.**
5. **NO TENDER MAY BE REVOKED UNTIL NINETY (90) DAYS FOLLOWING THE LAST DAY FOR DEPOSIT OF TENDERS.**
6. The City of Charlottetown reserves the right to inspect any equipment supplied as a result of this tender, either during or after manufacture and delivery, and shall be the sole judge as to whether equipment supplied meets specifications.

Failure to comply with #1, 2, 3, 4, 5 and 6 above may result in rejection of your bid.
7. The City of Charlottetown reserves the right to reject any or all bids, or accept any bid or portion thereof.
8. The City of Charlottetown, at its sole discretion, reserves the right to waive minor non- conformance to the tender specifications provided it does not compromise the intended use of the vehicle.

NOTE: Payment terms will be considered as Net 30 Days from date of acceptance of equipment.

Vendors are advised that the City has now moved to electronic payments on goods and services provided to the City. Payment of invoices will be made by way of Electronic Funds Transfer (EFT). The successful proponent will be required to provide the necessary banking information for registration on the City's system.

Failure to comply with the foregoing could result in rejection of your bid, or delay in payment.

Sealed tenders must be received **3rd Floor City Hall Purchasing Officer no later than 12:00:00 p.m., local time, Friday March 2nd, 2012.**

No fax submissions accepted.

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SPECIFICATIONS

GENERAL REQUIREMENTS

The City of Charlottetown invites tenders for the purchase of:

The vehicle offered under this proposal should be widely offered for sale, and equipment other than new or current year models will not be considered as responsive to these specifications.

The bidder must be a manufacturer, a factory branch, or an agent engaged in the business of selling, dealing and servicing the equipment bid upon and must maintain a full stock of parts and provide full service. Parts must be available within two (2) days of receipt of order from the City.

Proposals shall be considered on units other than North American manufacture, providing service and parts are available.

ANY EQUIPMENT SUPPLIED AGAINST THIS TENDER IS SUBJECT TO INSPECTION UPON RECEIPT AND WILL BE REJECTED AND RETURNED IF SPECIFICATIONS ARE NOT MET COMPLETELY.

ANY DEVIATION FROM SPECIFICATIONS MUST BE CLEARLY INDICATED AS PART OF THE BID SUBMISSION. IF NO DEVIATIONS ARE SHOWN, IT WILL BE CONSIDERED THAT EQUIPMENT BID UPON MEETS OR EXCEEDS SPECIFICATIONS CALLED FOR.

VENDER MUST SUPPLY, AT THE TIME OF DELIVERY, ALL APPROPRIATE NATIONAL SAFETY MARK STICKERS. IN THE CASE OF AN INCOMPLETE VEHICLE, FINAL CHANGES MUST BE PROPERLY DOCUMENTED AND ATTACHED ASSURING VEHICLE IS COMPLIANT WITH C.M.V.S.S.

The City of Charlottetown AT ITS SOLE DISCRETION, RESERVES THE RIGHT TO WAIVE MINOR NON-CONFORMANCE'S TO THE TENDER SPECIFICATIONS PROVIDED IT DOES NOT COMPROMISE THE INTENDED USE OF THE VEHICLE

1/4 ton ext cab 4x2 long box

MAKE: _____ YEAR: _____

MODEL: _____

Vehicle Specifications	Meets or Exceeds Specifications		State Deviation From Specification
1 <u>Frame</u>			
1.1- Full HD frame construction	Yes ___	No ___	_____
2 <u>Engine</u>			
2.1- 6 cylinder engine	Yes ___	No ___	Please State: _____
2.2- Heavy duty radiator	Yes ___	No ___	_____
3 <u>Fuel Mileage</u>			
3.1- Minimum - City/hwy. - 14 mpg/24mpg	Yes ___	No ___	Please State: _____

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Vehicle Specifications	Meets or Exceeds Specifications	State Deviation From Specification
------------------------	---------------------------------	------------------------------------

4 Transmission/Transfer Case

- | | | |
|--|----------------|-------|
| 4.1 - Automatic Transmission - 4 speed min | Yes ___ No ___ | _____ |
| 4.2 - Factory installed transmission cooler with factory auxiliary cooler. | Yes ___ No ___ | _____ |

5 Front Axle/Suspension

- | | | |
|---|----------------|---------------------|
| 5.1 - Heavy-duty front suspension with HD shocks. | Yes ___ No ___ | _____ |
| 5.2- Front stabilizer bar and/or stability control system | Yes ___ No ___ | Please State: _____ |

6 Rear Axle/Suspension

- | | | |
|---|----------------|---------------------|
| 6.1 - Heavy duty rear suspension with HD shocks | Yes ___ No ___ | _____ |
| 6.2 - Gearing for optimal fuel economy and power | Yes ___ No ___ | Please State: _____ |
| 6.3 - Rear stabilizer bar or stability control system | Yes ___ No ___ | Please State: _____ |

7 Steering

- | | | |
|----------------------|----------------|-------|
| 7.1- Power steering. | Yes ___ No ___ | _____ |
|----------------------|----------------|-------|

8 Wheel Base

- | | | |
|--------------------------|----------------|---------------------|
| 8.1 - Minimum 126 inches | Yes ___ No ___ | Please State: _____ |
|--------------------------|----------------|---------------------|

9 Tires

- | | | |
|-----------------------------|----------------|-------|
| 9.1 - Five all season tread | Yes ___ No ___ | _____ |
| 9.2- 16" rims max | Yes ___ No ___ | _____ |

10 Brakes

- | | | |
|---|----------------|-------|
| 10.1 - Power Brakes heavy-duty with 4 wheel ABS | Yes ___ No ___ | _____ |
|---|----------------|-------|

11 Cab/Body

- | | | |
|---|----------------|-------|
| 11.1 - Two exterior mirrors, remote controlled and heated | Yes ___ No ___ | _____ |
| 11.2 - Front seats - cloth covered bucket seats 60-40 | Yes ___ No ___ | _____ |
| 11.3 - Rear seats - cloth covered | Yes ___ No ___ | _____ |
| 11.4- Front and covered in vinyl | Yes ___ No ___ | _____ |
| 11.5 - Headroom (Front Seat) min. 39" | Yes ___ No ___ | _____ |
| 11.6 - Headroom (Rear Seat) min. 32" | Yes ___ No ___ | _____ |
| 11.7 - Shoulder Room (Front Seat) min. 54" | Yes ___ No ___ | _____ |
| 11.8 - Leg Room (Front Seat) min. 42" | Yes ___ No ___ | _____ |
| 11.9 - Hip Room (Front Seat) min. 52" | Yes ___ No ___ | _____ |
| 11.10- Full vinyl/rubber floor covering | Yes ___ No ___ | _____ |

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Vehicle Specifications	Meets or Exceeds Specifications	State Deviation From Specification
------------------------	---------------------------------	------------------------------------

12 Electrical, Electronics & Lighting

12.1 - 12 volt system	Yes ___ No ___	_____
12.2 - Maintenance free 750 CCA minimum	Yes ___ No ___	_____
12.3 - Battery run down protection	Yes ___ No ___	_____
12.4 - AM/FM radio	Yes ___ No ___	_____
12.5 - Variable speed heater/defroster	Yes ___ No ___	_____
12.6 - Power windows	Yes ___ No ___	_____
12.7 - Power locks	Yes ___ No ___	_____
12.8 - Power mirrors	Yes ___ No ___	_____
12.9 - 155 amp high output alternator	Yes ___ No ___	_____
12.10 - Minimum two (2) 12 volt DC power outlets	Yes ___ No ___	_____
12.11- Variable Intermittent wiper control with washer control	Yes ___ No ___	_____
12.12 - Warning system to include full gauge package and warning lights for the following: oil pressure, battery, lights on, low fuel, door ajar, brake fluid, high engine temperature	Yes ___ No ___	_____

13 Paint

13.1 - Unit to be White	Yes ___ No ___	_____
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14 Accessories

14.1 - Three (3) sets of keys for vehicle	Yes ___ No ___	_____
14.2 - One set of service/repair manuals. Either electronic or in book format.	Yes ___ No ___	_____
14.3 - Class IV HD trailer towing package c/w trailer harness, trailer hitch, trailer sway control and electric brake controller	Yes ___ No ___	_____

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ACCEPTANCE

Tune-up and alignment to be verified before delivery and certified to be in accordance with manufacturers specifications.

The City of Charlottetown shall be the sole judge of equipment acceptability and shall do so promptly after an operational vehicle is delivered to Fleet Services.

Any changes to this tender or specifications shall be stated in writing. Verbal statements made by Municipal staff / employees, whether or not they appear to have the proper authority, will have no consequence.

DELIVERY

Safety inspection to be completed before delivery and dated the month of delivery.

A delivery date must be guaranteed from the date of award. Prices quoted shall include freight, duty, sales tax and all other taxes, rates and charges which are applicable at the time of delivery, F. O. B. 12 MacAleer Drive Charlottetown, City Works Garage.

It is the bidder=s responsibility to determine from the appropriate authorities what taxes, rates and charges are applicable to this tender. Bidders who do not provide for the foregoing will have no subsequent claim after the tender award.

The City of Charlottetown reserves the right to cancel this order without penalty if the specified delivery date is not met.

DELIVERY METHOD

All equipment covered by this proposal shall be delivered from point of assembly to Fleet Coordinator City Garage; Units shall be delivered with a parts book, suggested spare parts list, service/shop manuals and operators manual. All equipment will be F.O.B. 12 MacAleer Drive Charlottetown.

NOTE:

A copy of vehicle/equipment warranty must be attached to each tender form by vendor. Failure to attach this warranty may invalidate a tender. All service work by dealer is to be F.O.B. 12 MacAleer Drive, Charlottetown

NOTE:

All foregoing specifications shown are considered minimum. However, there is a tolerance of +/-5% on specifications and any specification exceeding those called for shall be given consideration.

NOTE:

The City of Charlottetown plans to use after-market filters (including oil, fuel and air) on vehicles purchased as a result of this tender. It must be clearly understood that not using your company brand of filter will not be cause for invalidation of warranty.

NOTE:

The successful bidder must ensure that vehicle alignments and engine tune-ups are completed according to manufacturer=s specifications.

NOTE:

The City of Charlottetown reserves the right to request an affidavit from the supplier; setting out that equipment covered by this tender has not been driven or towed in whole or in part from point of manufacture to Charlottetown.

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The following must be completed. Failure to comply could result in rejection of your bid.

Local Dealer for Service _____

A parts list, parts price list and service manual must be provided before payment is made. If there is a dealer in Charlottetown with a parts price list, then that portion of this requirement will be waived. If available, electronic versions of these documents should be provided in addition to printed versions.

Warranty, all service work and repairs are to be F.O.B. 12 MacAleer Drive designated location. In other words, the City of Charlottetown will not pay travel charges for travel to/from our premises for warranty, further service, maintenance or repairs required during the life of the equipment supplied as a result of this tender. Out of town suppliers **MUST**, therefore, bid on the basis of providing service and support equivalent to that of a Charlottetown based dealer/supplier.

Any changes to this tender or specifications shall be stated in writing. Verbal statements made by employees of the City of Charlottetown, whether or not they appear to have the proper authority, will have no consequence.

EXTENDED WARRANTY

Bidders will provide information on availability of extended warranty programs:

Special Coverage: _____

Duration: _____

Local Service Centres: _____

Cost: \$ _____

We wish to draw your attention to the **Warranty/Service** requirement of this tender.

These factors will also be considered when evaluating your bid:

1. Discount on Parts _____ %
2. Labour rate to repair units covered by this tender \$ _____/Hour
Any annual increase in this labour rate shall not exceed that of the Consumer Price index.

This page must be completed, signed and attached to the tender, or your tender will be rejected.

Signature

Date

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This page must be completed and submitted with your tender.

WARRANTY INFORMATION SHEET

Company Name: _____

Make: _____

Model: _____

In-Service Date: _____

Name of Warranty Package and Number: _____

COMPONENT	COVERAGE IN KMS or HOURS
Engine	
Transmission	
Rear Axle	
Chassis	
Tires	
Accessories	
Corrosion Protection Package	
Battery	
Emission Controls	
Additional (Please specify)	

Signature

Date