



## Request for Tender

### The Corporation of the Township of Brock

**Tender Number:** B2022-PW-16

**Scope:** This tender provides for the supply and delivery of one (1) Self-Propelled Ice Resurfacing unit for the Township of Brock, all in accordance with the terms, conditions and specifications of this tender.

**Closing Date and Time:** Tenders will be received by Paul Lagrandeur, Director of Public Works, Township of Brock, 1 Cameron Street East, Cannington, L0E 1E0, until Friday September 2, 2022 at 2:00 p.m. – in a sealed envelope clearly marked as to contents.

**Paul Lagrandeur**  
**Director of Public Works**  
**Township of Brock**  
**1 Cameron St. E., P.O. Box 10**  
**Cannington, Ontario**  
**L0E 1E0**  
**Phone: (705) 432-2355 Ext. 242**  
**Facsimile: (705) 432-3487**  
**Email: [paul.lagrandeur@brock.ca](mailto:paul.lagrandeur@brock.ca)**

**General Index**

Part 'A' – Information to Bidders	A-1 to A-4
Part 'B' – Standard Terms and Conditions	B-1 to B-3
Part 'C' – Form of Tender	C-1 to C-5

**Index**

<b>Section</b>	<b>Page Number</b>
1. Submission of Bids	A-2
2. Inquiry	A-2
3. Sales Tax	A-2
4. Location	A-2
5. Basis of Award	A-2
6. Minimum Specifications	A-3
7. OEM and After Market Upgrades	A-3
8. Non-Conformance	A-4
9. Service/Shop Manuals	A-4
10. Unit Specific Tools	A-4
11. Pricing	A-4
12. Electronic Copy of Tender	A-4

1. Submission of Bids

Bids must be submitted in a sealed envelope with the following label attached thereto and identified with the tender number. A vehicle information brochure containing specifications and warranties is to accompany each bid.

**TENDER/PROPOSAL**

**Paul Lagrandeur, Director of Public Works  
Township of Brock Public Works Department  
1 Cameron St. E., P.O. Box 10  
Cannington, Ontario  
L0E 1E0**

**Project: Supply and Delivery of (1) Self Propelled Ice Resurfacing unit  
Number: B2022-PW-16  
Closing Time/Date: 2:00 p.m. local time, Friday September 2, 2022**

2. Inquiry

Any questions regarding specifications in this tender should be directed to Paul Lagrandeur, Director of Public Works at (705) 432-2355, ext. 242 or by email to paul.lagrandeur@brock.ca.

3. Sales Taxes

Bidders shall include H.S.T. in this tender where specified. P.D.I. and freight costs are to be included.

4. Location

The vehicle shall be delivered FOB to the Rick MacLeish Memorial Community Centre, 91 Elliot Street, Cannington, ON

5. Basis of Award

It is the intention of the Township of Brock to award this tender to the lowest priced acceptable bid for each vehicle listed in Part 'C', Pricing Section. The Township of Brock reserves the right to consider delivery lead times and associated costs in the analysis of bids and award of contract and has the right to award based on combining sections.

## 6. Minimum Specifications

Where minimums are called for, the unit shall meet or exceed the capacity, size and/or performance specified. Since manufacturers may change specifications from time to time, the Township of Brock reserves the right to accept minor deviations from the minimum specifications herein, provided that the proposed unit meets or exceeds the Township of Brock's requirements for its operation.

Where specific manufacturers' models/components/parts/accessories have been identified as "or equivalent", bidders proposing equivalent alternative products must specify the proposed equivalent. Should the Township of Brock require additional supporting documentation in order to determine the acceptability of the proposed equivalent, the requesting bidders shall furnish same by no later than 3 working days of the Township's request, otherwise, the proposed equivalent equipment will no longer be considered. Final determination of the proposed equivalent equipment shall be made by the Township of Brock, at its' sole discretion.

Bidders are requested to carefully review all minimum specifications listed in Part 'C'. Bidders wanting to suggest a revision to the minimum specifications must fax a written request to the Director of Public Works at least five days prior to the tender closing date/time, explaining the reason for the suggested change. The Township of Brock may or may not consider these suggested changes at its discretion.

## 7. OEM and After Market Upgrades

Bidders are asked to carefully identify all OEM options, upgrades and/or accessories that may be listed in the minimum specification given. All costs associated with these optional upgrades must be included in the unit costs bid.

Bidders who are not able to supply OEM options are expected to supply and install equivalent quality after market accessories that meet minimum tender specifications and include such costs as part of the tendered unit price per vehicle. Bidders should clearly indicate if any after market products or equipment are being supplied by noting an "A.M." beside each "yes" response to the minimum specifications listed in Part 'C' of this document.

8. Non-Conformance

The Township of Brock's fleet section shall inspect the unit prior to or when delivered to determine if it has been supplied in accordance with the specifications of this tender. If deficiencies exist, the Township of Brock shall reserve the right to:

- a. Direct the supplier to immediately correct deficiencies or replace the unit provided at no additional cost to the Township of Brock.
- b. Failing immediate action by the supplier, the Township of Brock will correct the deficiencies and deduct from payment to the supplier the total costs incurred, OR
- c. Where in the opinion of the Township of Brock's fleet inspector, it has been determined that the deficiencies are substantial and cannot be remedied through repairs or modifications to the unit supplied, the contract shall be cancelled.

9. Service/Shop Manuals

A complete set of service and shop manuals, electronic or hard copy, is required.

10. Unit Specific Tools

A tool kit containing any special tools required for resurfacer maintenance is to be provided with the resurfacer at delivery.

11. Pricing

Prices shall remain firm for 60 days.

12. Electronic Copy of Tender

This tender document (and drawings and other attachments where applicable) is available by email or may be obtained online from our website at [www.townshipofbrock.ca](http://www.townshipofbrock.ca). **All submissions, however, must be in hard copy. Any information contained in the Tender that is changed by the Tenderer (except for filling in the blanks) will be grounds for disqualification.**

**Index**

<b>Section</b>	<b>Page Number</b>
1. Submission of Bids	B – 2
2. Clarification of the Document	B – 2
3. Delivery	B – 3
4. Pricing Requirement	B – 3
5. Correction of Defects	B – 3
6. Bid Acceptance	B – 3

## 1. Submission of Bid

Bids must be submitted on the form provided and in a sealed envelope clearly identifying the tender/proposal number and the bidders name and address.

Bids must not be restricted by a statement added to the bid form or by a covering letter, or by alterations to the bid form supplied unless otherwise provided in the document.

The bid must be signed by a designated signing officer of the bidding firm.

If a joint bid is submitted, it must be signed and addressed on behalf of each of the bidders.

Bids must be legible, written in ink, or typewritten. Erasures, over-writing or strikeouts must be initialed by the person signing on behalf of the bidding company.

Bids received after the closing time specified in the documents will not be considered and will be returned unopened.

Where bonds are required, the Agreement to Bond form must be executed and submitted with the bid.

Should a dispute arise from the terms and conditions of any part of the contract, regarding meaning, intent or ambiguity, the decision of the Township of Brock shall be final.

## 2. Clarification of the Document

Any clarification of the Document required by the Bidder prior to submission of its bid shall be requested through the Township of Brock's contact identified in the document. Any such clarifications so given shall not in any way alter the document and the company and the Township of Brock hereby agree that in no case shall oral arrangements be considered.

No officer, agent or employee of the Township of Brock is authorized to alter orally any portion of these documents.

During the period prior to submission of bids, alterations will be issued to bidders as written addenda. The bidder shall list in its bid all addenda that were considered when its bid was prepared.



### 3. Delivery

Time shall be material and of the essence of this tender contract. Delivery of the unit shall be performed by the company as soon as possible and in any event, within the period set out herein as the guaranteed date of delivery after receipt of a purchase order thereof.

### 4. Pricing Requirement

Prices shall be in Canadian Funds, F.O.B. the Rick MacLeish Memorial Community Centre.

All prices bid shall include applicable customs duty, excise tax, freight, insurance and all other charges of every kind attributable to the delivery, and where applicable/identified, H.S.T. shall be shown.

If the bidder intends to manufacture or fabricate any part of the work outside of Canada, it shall arrange its shipping procedures so that its agent or representative in Canada is the importer of record for customs purposes.

### 5. Correction of Defects

If at any time prior to three years (or specified warranty/guarantee period if longer than one year) after the actual delivery date of the equipment, any part of the equipment becomes defective or is deficient or fails due to defect in design, material or workmanship, or otherwise fails to meet the requirements of the contract, then the company, upon request, shall make good every such defect, deficiency or failure without cost to the Township of Brock. The company shall pay all transportation costs for parts and/or equipment repairs.

### 6. Bid Acceptance

The Township of Brock reserves the right to award by item or all items of the tender; to accept or reject any bids in whole or in part; if in so doing, the best interests of the Township of Brock will be served. No liability shall accrue to the Township of Brock for its decision in this regard.

Unless otherwise specified, bids shall be irrevocable for 30 days after the official closing time.

The Township of Brock shall issue a purchase order to the successful bidder as notice of award and acceptance of the contract by the Township of Brock.

**INDEX**

<b>Section</b>	<b>Page Number</b>
1. Self-Propelled Ice Resurfacing Unit - Form of Tender	C – 2 TO C – 4
2. Pricing Summary	C – 5

**One (1) 2022 – Self Propelled Ice Resurfacing unit, 4 Wheel Drive – Propane Engine 4 Cylinder – Automatic or Hydrostatic Transmission**

<b>Description:</b>	<b>Yes</b>	<b>No</b>	<b>Specify:</b>
<b>Specify</b>			
Model:			
<b>Gross Vehicle Weight:</b>			
Gross Vehicle Weight - Loaded			
Gross Vehicle Weight - Unloaded			
<b>Dimensions:</b>			
Dimension – Wheelbase			
Dimension – Overall Length			
Dimension – Overall Width			
Dimension – Height Snowbin Up			
Dimension – Height Snowbin Down			
<b>Engine:</b>			
Engine – Make			
Engine – Number of Cylinders			
Engine – Displacement			
Engine – Horsepower @ 2000 RPM			
<b>Transmission:</b>			
Automatic			
Hydrostatic			
<b>Steering and Brakes:</b>			
Front wheel, power assist with deluxe automotive type steering wheel			
Brakes capable of stopping unit while water tank full and snowbin at maximum capacity			
<b>Back Up Alarm – 97 Decibels</b>			
<b>Fire Extinguisher – mounted on body</b>			
<b>Lighting:</b>			
Headlights, taillights, brake lights			
Body mount LED strobe lights			
<b>Instrumentation:</b>			
Engine Oil pressure visual / audible alarm, Engine Coolant temperature visual / audible alarm, Tachometer, Engine Hour meter			

PART 'C' – FORM OF TENDER

Description:	Yes	No	Specify:
<b>Suspension:</b>			
Capable of supporting maximum load of the equipment			
<b>Wheels and Tires:</b>			
Quantity of 5 studded ice and snow tires			
Wheels to be cast aluminum alloy or chrome mag style			
<b>Alternator:</b>			
Low cut-in alternator. Please specify			
<b>Batteries:</b>			
Heavy Duty maintenance free battery. Please specify			
<b>Conveyor System:</b>			
Horizontal and vertical augers			
<b>Snow Breaker:</b>			
Automatic			
<b>Conditioner:</b>			
To have replaceable rubber squeegee			
To be raised and lowered hydraulically			
<b>Blades:</b>			
Minimum dimensions: 77" x 5" x 1/2"			
<b>Snowbin:</b>			
Minimum capacity of 94 cubic feet			
Front dump with snowbin safety stand			
<b>Ice Making Water Tank:</b>			
Minimum capacity of 138 imperial gallons			
Constructed of Polyethylene or Stainless Steel. Please specify.			
Water tank controls to be in position for easy access while operator is in seated position			
All water pipes to be galvanized steel or heavy-duty PVC plastic			
Water level sight gauge viewable from operators seated position			
<b>Towel Bar:</b>			
Lifting mechanism to be hydraulic and in position for easy access while operator is in seated position			
<b>Seat:</b>			
High quality including arm rests, safety switch and seatbelt			

PART 'C' – FORM OF TENDER

<b>Board Brush:</b>			
To be equipped with hydraulically operated, retractable board brush mounted on left side			
<b>Wheel Wash System:</b>			
To be operated from operators seated position			
<b>Wash Water System:</b>			
Complete with separate water tank, minimum capacity 45 imperial gallons			
<b>Color:</b>			
Snow Tank: Red			
Body: Green			
Colors to be selected and approved at time of order			

**Pricing Summary**

The undersigned agrees to supply and deliver one vehicle for the following price, including HST – All in accordance with Parts 'A', 'B' and 'C' of this tender.

Item	Description	Qty	Model Year	Delivery Date: D/M/Y	Unit Price	H.S.T.	Total Tender Price
A.	Self-Propelled Ice Resurfacing unit	1					

Tender Submitted By: \_\_\_\_\_  
 Company Name

Authorized Official: \_\_\_\_\_  
 (Please Print)

Address: \_\_\_\_\_  
 \_\_\_\_\_

Title: \_\_\_\_\_  
 Authorized Signature: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Facsimile: \_\_\_\_\_

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