

**Municipality of Huron Shores**  
7 Bridge Street, PO Box 460  
Iron Bridge, ON P0R 1H0



**REQUEST FOR QUOTATION**

**4500 HD PICKUP TRUCK WITH PLOW & SANDING UNIT**

**QUOTE No. 2023-04**

**Bid Closing: August 8, 2023 at 2:00pm**

**Contents**

INVITATION TO QUOTE .....3

BID SUBMISSION .....4

QUESTIONS AND CLARIFICATIONS.....4

BID OPENING.....5

ADJUSTMENT OR WITHDRAWAL OF BIDS .....5

BID DOCUMENT DISCREPENCIES AND OMISSION .....5

REQUEST OF APPROVED ALTERNATIVES .....5

GENERAL INFORMATION FOR BIDDERS.....5

FORM OF QUOTE .....6

BUSINES INFOMRATION AND AUTHORIZATION .....7

SPECIFICATIONS.....8

COMPLETENESS OF PROJECT .....9

WARRANTIES .....9

DELIVERY .....9

## **INVITATION TO QUOTE**

The Municipality of Huron Shores is seeking to purchase:

### **4500 HD PICKUP TRUCK WITH PLOW & SANDING UNIT**

Owner: The Corporation of the Municipality of Huron Shores  
7 Bridge St, Iron Bridge ON P0R 1H0  
Phone: 705-843-2033  
Fax: 705-843-2035  
Email: [sara@huronshores.ca](mailto:sara@huronshores.ca)

## **BID SUBMISSION**

1. Bid documents must be submitted clearly marked "**4500 HD PICKUP TRUCK WITH PLOW & SANDING UNIT**" complete with bidder's company name and bid reference number (**2023-04**) to the Municipality of Huron Shores Municipal Office, 7 Bridge St, Iron Bridge ON P0R 1H0, **on or before 2:00 p.m. (local time) on August 8, 2023 (the "Official Closing Time")**.
2. Bids may also be submitted through the exterior drop box at the Municipal Office at 7 Bridge Street, Iron Bridge or by electronic submission to [sara@huronshores.ca](mailto:sara@huronshores.ca). Bids will be deemed to have been received when a municipal representative has stamped the envelope with the time and date of receipt or, when email confirmation is received. Bids submitted through the exterior drop box will be recorded as received when the drop box is opened the following business day.
3. All pages contained in the bid documents form an integral part of this bid.
4. The lowest or any bid will not necessarily be accepted. The owner may decide, at its sole discretion, that no bid submitted will be accepted and no contract will be awarded pursuant to this bid process. If the owner elects to reject all bids, all bidders will be notified and the owner will not be liable to any bidder in preparing the bid, damages, loss of anticipated profit in connection with the work, or any matter whatsoever.
5. Bidders are required to check the Municipality of Huron Shores' website for addenda issued before the closing date and time. If the owner determines that an addendum is required to the bid documents, the owner will prepare a post to the Municipality of Huron Shores website: [www.huronshores.ca](http://www.huronshores.ca) under "Bids & Tenders".
6. Partial or incomplete bids will not be considered.

## **QUESTIONS AND CLARIFICATIONS**

7. Enquiries, request for explanation, interpretations or clarifications must be submitted by email to [publicworks@huronshores.ca](mailto:publicworks@huronshores.ca). Only those inquiries submitted by email will be considered.
8. Emails submitted must include the quotation title and quotation reference number.
9. Enquiries will be received up to **2:00pm local time on July 28, 2023**. Enquiries received after the date and time noted will not receive a response.

## **BID OPENING**

10. Bids received after the official closing time is considered LATE, and will not be accepted and will be returned unopened to the bidder.

## **ADJUSTMENT OR WITHDRAWAL OF BIDS**

11. Adjustment by telephone, email or letter for a bid already received will not be considered. A bidder desiring to make any adjustments to a bid must withdraw the submission and/or supersede it with another offer.

12. Bidders may withdraw a bid at any time prior to closing provided the withdrawal:

- a. is in the form of a letter; and
- b. states the name of the bidder and clearly identifies the bid that is being withdrawn; and
- c. is signed by the bidder's duly authorized signing officer.

## **BID DOCUMENT DISCREPENCIES AND OMISSION**

13. Bidders are responsible to review the bid documents and to verify they are complete. If the bidder finds discrepancies or omissions from the specifications and other documents, the bidder should submit a written request for correction to the Municipality. Any required correction, addition, deletion or revision to the bid documents will be by written addenda to the bid documents and posted to the Municipality of Huron Shores' website: [www.huronshores.ca](http://www.huronshores.ca) on the "Bids & Tenders" page.

## **REQUEST OF APPROVED ALTERNATIVES**

14. Request for alternatives to the equipment specified should be submitted in writing to the **Public Works Superintendent at [publicworks@huronshores.ca](mailto:publicworks@huronshores.ca)**.

15. These requests should contain pertinent data such as specifications, characteristics, cost savings etc. in order to assist the Municipality in the decision. Approvals for alternatives will be in the form of addenda. The Municipality is not obligated to review and approve the alternatives prior to the bid closing time.

## **GENERAL INFORMATION FOR BIDDERS**

16. The Municipality's quote form and specification form must be used.

**FORM OF QUOTE**

All quotes must show a bottom line price (out the door) itemizing dealer discounts and fleet pricing with all applicable taxes and registration fees included as well as standard equipment specification sheets, warranty package information and delivery date.

Having carefully examined the specifications as well as the quote document including all addenda and instruction to bidders, I/we, the undersigned, hereby offer to furnish the specified equipment, expeditiously and in the satisfactory manner and accept in full payment the stipulated sum of:

**4500 HD PICK UP TRUCK WITH PLOW & SANDING UNIT**

Make: \_\_\_\_\_

Model: \_\_\_\_\_

Year: \_\_\_\_\_

Additional Fees/Tax  
Notes:

_____	\$ _____
_____	\$ _____
_____	\$ _____

HST \$ \_\_\_\_\_

**Total Price for Delivery to Municipality Huron Shores**

\$ \_\_\_\_\_

**Delivery Time (after date of award): \_\_\_\_\_ Days after award notification**

**BUSINES INFOMRATION AND AUTHORIZATION**

Vendor full business name:

\_\_\_\_\_  
\_\_\_\_\_

Vendor full business mailing address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

*I have the authority to bind this company/corporation*

NAME: \_\_\_\_\_ (Please Print)

TITLE: \_\_\_\_\_ (Please Print)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023

## SPECIFICATIONS

- 1.0) Model year 2023 or 2024 equipment – all quotes are for new equipment only, having an odometer reading of 4,000 km or less.
- 1.1) All items listed must be installed by dealer.
- 1.2) Bidders must complete all items under the “Yes / No” confirmation columns in the Specifications. The Municipality may reject any tender if the Yes/No confirmation is incomplete.

	YES	NO	If “No”, indicate alternative
<b>Engine/Transmission</b>			
Minimum 6 litre gasoline engine, automatic, HD, plow package			
Block heater			
4x4			
<b>Electrical System</b>			
Cargo area lamp			
Provision for cab roof-mounted LED light bar			
Back rack with mounted LED light			
Backup Alarm			
Two batteries (plow package)			
<b>Body</b>			
Front tow hooks			
Running boards/side step			
Flexible type mud flaps			
Dual rear wheels			
<b>Cab</b>			
Regular cab			
Defroster, heater and air conditioner			
Front 60/40 split bench			
Heated power mirrors			
Front seat covered supplied			
Dual Air Bags			
AM/FM Radio			
First Aid Kit and Fire Extinguisher			



Bluetooth			
Power locks			
<b>Tires</b>	<b>YES</b>	<b>NO</b>	<b>If "no" indicate alternative</b>
On/Off road tires with full size spare tire included (both summer and winter tire package)			
<b>Miscellaneous</b>			
Trailer towing package including trailer brake controller and hitch			
Skid plate package			
Outdoor temperature gauge			
<b>Front and Rear Axles</b>			
4-wheel drive with automatic locking hubs			
<b>Plow and Sanding Unit</b>			
3-4 cubic yard sander with 12' aluminum dump box			
Sanding control unit in cab			
9'6" V-Plow			

## COMPLETENESS OF PROJECT

- a. The unit shall be complete and full operational at the time of the delivery. The successful tenderer shall supply any equipment not specifically mentioned in the tender document that is necessary for the successful operations of the unit.

## WARRANTIES

- b. The successful bidder shall supply fully executed manufacturer's warranties on the vehicle and any additional equipment.

## DELIVERY

- c. The vehicles are to be delivered to the Municipal Garage at 7 Bridge St, Iron Bridge, Ontario. The price shall include all taxes, freight, service, and preparatory charges to deliver to this garage. Preferred delivery is 2-4 months from date of award. Failure to meet the specified delivery date will result in a \$50/day penalty. It is anticipated that the award date will be end of August 2023.