

Corporation Of The Township Of Stone Mills

4504 County Rd. 4, Centreville, Ontario K0K 1N0

Tel. (613) 378-2475 Fax. (613) 378-0033

Website: www.stonemills.com.



REQUEST FOR QUOTATION 2024-02

ONE (1) 3/4 TON 4x4 CREW CAB

Closing Time

8:00 AM

MONDAY April 15, 2024

1. GENERAL

The Township of Stone Mills is hereby requesting quotations for the supply of **ONE NEW 2024** model year 3/4 Ton Crew Cab Truck as specified herein.

Please provide a price quotation specified herein. Prices quoted must include all charges including but not limited to freight to Centreville, Ontario pre-delivery inspection/preparation costs, taxes, fees, licensing, etc.

2. CLOSING DATE

Proposals will be received by 8:00 a.m. local time on Monday April 15, 2024

EMAIL SUBMISSIONS ONLY

3. SUBMISSION REQUIREMENTS

It is the responsibility of the proponent to ensure that the documents have been received before the closing time and date.

Proposals received after 8:00 a.m. local time on Monday April 15, 2024 will be returned unopened.

- a) Proposals must be sent via email to:

Email: procurement@stonemills.com
Subject: 2024-02 3/4 TON 4x4 CREW CAB
The Township of Stone Mills
4504 County Road 4
Centreville, ON
K0K 1N0
Attention: Nathan Maleska, Fleet Supervisor

4. QUOTATION REQUIREMENTS

- a) All inquiries concerning this request for quotation shall be directed to Nathan Maleska 613-329-4680 or email nmaleska@stonemills.com
- b) Quotations received after the stated closing time and date will not be accepted and will be returned to the bidder.
- c) Quotations submitted by mail or fax will not be accepted.
- d) Quotations must be submitted on the Quotation Forms provided.
- e) Quotations which are incomplete; or contain additions, conditions or reservations not called for; or which contain erasures or are obscure or illegible may be rejected as informal. The Township reserves the right to waive informalities at its discretion.

- f) Quotations must be signed by an authorized official of the firm.
- g) The Township reserves the right to cancel this request for quotation at its discretion, reject any or all quotations for any reason whatsoever, or to accept any quotation should it be deemed to be in its best interest to do so.
- h) A bidder will be permitted to withdraw its quotation after it has been deposited, provided any such request is received in writing prior to the time specified for the receipt of quotations.

Notwithstanding any other provision in this Contract, The Township of Stone Mills reserves the right in its sole, absolute and unfettered discretion to:

- a) make public the names of any or all proponents and their quoted price;
- b) request written clarification or the submission of supplementary written information in relation to the clarification request from any proponent and incorporate such response to that request for clarification into the bid;
- c) consider during the evaluation of bids and/or adjust a proponent's scoring and/or reject a proponent's Bid on the basis of:
 - i. a financial analysis;
 - ii. information provided by references;
 - iii. the proponent's past performance on previous contracts awarded by the Township of Stone Mills;
 - iv. whether the proponent or any affiliate, principal of or entity associated with the proponent is presently or has ever been involved in litigation or threatened litigation with the Township of Stone Mills;
 - v. the information provided by a proponent pursuant to the Township of Stone Mills exercising its clarification rights under this RFQ process; or
 - vi. Any other information deemed relevant by the Township of Stone Mills that arises during the RFQ process;
- a) verify with any proponent or with a third party any information set out in a bid;
- b) check references other than those provided by any proponent;
- c) disqualify any proponent whose bid contains misrepresentations or any other inaccurate or misleading information, or any qualifications;
- d) disqualify any proponent or the bid of any proponent who has engaged in conduct prohibited by this RFQ process;
- e) make changes, including substantial changes, to this RFQ provided that those changes are issued by way of addenda in the manner set out in this RFQ;
- f) select the proponent other than the proponent whose bid reflects the lowest cost to the Township of Stone Mills or the highest overall score;
- g) cancel this RFQ process at any stage;
- h) cancel this RFQ process at any stage and issue a new RFQ for the same or similar deliverables;
- i) accept or reject any or all bids in whole or in part;
- j) accept any irregular or non-compliant bid;

- k) discuss with any proponent different or additional terms to those contemplated in this RFQ; or
- l) if a single bid is received, reject the bid of the sole proponent and cancel this RFQ or enter into direct negotiations with the sole proponent.

These reserved rights are in addition to any other expressed rights or any other rights which may be implied in the circumstances. The proponents acknowledge that the Township of Stone Mills may rely upon the criteria it deems relevant, even though such criteria may not have been disclosed to the proponents. By submitting a bid, the proponent acknowledges the Township of Stone Mills' rights under this Section and absolutely waives any right or cause of action against the Township of Stone Mills or its agents arising in any way from or relating to this RFQ process, whether such right arises at law, equity, in contract, negligence or otherwise.

Acceptance of the bid shall occur at the time the Owner awards the contract, if the Owner awards the contract and not necessarily at the time the award is communicated to the successful proponent.

4. DELIVERY

- a) The requested vehicles are to be quoted including freight delivered to the following location:

Township of Stone Mills
4500 County Rd 4
Centreville, ON
K0K 1N0

- b) Delivery Notice:
The supplier must provide a minimum of 24 hours advance notice to the Township prior to the anticipated delivery time to ensure staff will be on hand to receive the vehicle. Delivery shall be made between the hours of 9:00am and 3:00pm, Monday to Thursday inclusive (excluding statutory holidays) unless otherwise pre-arranged.

5. INVOICING

- a) Subsequent to delivery, the supplier shall submit an invoice for payment to the Township of Stone Mills. The Township of Stone Mills will, upon receipt of the invoice, process same for payment. Standard payment terms NET 30 days will apply.

Address for Invoicing:
 Township of Stone Mills
 4504 County Rd 4
 Centreville, ON
 K0K 1N0
 Attention: James Richmond

6. VEHICLE SPECIFICATION

3/4 Ton 4x4 Crew Cab Truck,

The following are considered to be **MINIMUM** specifications. Please ensure that the vehicles you are quoting meets or exceeds these specifications:

Minimum Specifications

#	Item	Meets or Exceeds	Does Not Meet
1	3/4 ton Pickup Truck 4x4		
2	Vehicle Colour Required: Race Red or equivalent		
3	4-wheel drive – Electronic Shift On the Fly		
4	Crew Cab (4 door access)		
5	40/20/40 Vinyl split seats or equivalent		
6	Engine Fuel Type: Gasoline		
7	Engine Size: minimum 385 horsepower		
8	Transmission: 6 speed automatic minimum		
9	Tires: BF Goodrich K02 Tires Only		
11	Power brakes with ABS		
12	Power Steering		
13	Dual batteries minimum 850 cold cranking amps		
14	Transfer Case Skid Plates		
15	Box Length: 6'-3/4" minimum		
16	Spray-in bedliner		
17	Class 4 Trailer Hitch and 7-Way wiring with brake controller		
18	Backup/Reversing Alarm		
19	Rear View Camera		
20	Tow Mirrors with Defroster		
21	Air Conditioning		
22	Power Windows		

23	Power Door Locks		
24	Seamless Rear Window		
25	Vinyl Flooring		

Please specify the following for the proposed vehicle.

#	Item	Specification
26	Year and Model	
27	Engine Size	
28	Engine Horsepower	
29	Estimated Fuel Consumption (Hwy)	
30	Transmission	
31	Vehicle GVWR	
32	Payload Capacity	
33	Vehicle Overall Length	
34	Tire Size	
35	Wheel Type	
36	Overall Warranty	
37	Powertrain Warranty	
38	Corrosion Warranty	
39	Any Other Warranty	
40	Location for warranty/service work	
41	Proposed delivery date from order	

State any significant features that are included with this vehicle that were not specifically requested but that are included in the vehicle package:

Quotation Closing time 8:00 a.m. local time on April 15, 2024

Deliver to:

Nathan Maleska, Fleet Supervisor
Township of Stone Mills
4500 County Rd 4
Centreville, ON
K0K 1N0

I/We the undersigned have reviewed the request for quotation including all requirements and specifications contained therein and agree to supply and deliver the above vehicles as specified at the unit prices stated on the quotation form.

The Township reserves the right to reject any or all quotations or to accept any quotation should it be deemed to be in its best interest to do so.

The Township reserves the right to delete features, options, and/or part of this quotation in whole or in part, if it is deemed to be advantageous to the Township. The lowest quotation submitted after deletion of features, options and/or parts of this quotation will be considered for acceptance. The lowest or any quotation may not be necessarily awarded.

Name of Company:	
Address:	
Telephone:	Facsimile:
Email:	
<i>(Signature of Authorized Officer)</i>	<i>(Witness)</i>
<i>(Print Name and Title)</i>	<i>(Date)</i>

SUMMARY OF QUOTATION:

Vehicles as Specified:

Item	Quantity	Description	Amount
1	1	3/4 Ton Crew Cab Truck as per the specifications delivered to the Township of Stone Mills	
		13% HST	
		TOTAL QUOTATION AMOUNT:	

Note: This page is for summary purposes. Please include a detailed quotation breakdown for the vehicle on separate pages showing all costs, fees, discounts, taxes, etc.