



Municipality of South Bruce

MUNICIPAL OFFICE
P.O. Box 540, 21 Gordon Street East NOG 2S0
Phone: 519-392-6623 Fax: 519-392-6266
Email: gppe@southbruce.ca

REQUEST FOR QUOTATION (RFQ) – NO. PW-2019-07

SPECIFICATION

Supply and Delivery of a Lawn Tractor (54 inch deck)

Quotations are invited and will be received for the supply and delivery to the Mildmay Works Yard of one Lawn Tractor Mower (54 inch deck), by the Manager of Operations up until 12:00:00 noon EST Wednesday, April 17th, 2019.

Name of Bidder	
Address	
Postal Code	
Contact telephone	
Contact fax	
Contact e-mail	
Contact Person	

A. GENERAL

- A.1 It is the intent of these specifications to describe a riding lawn tractor mower in sufficient detail to secure bids on comparable equipment. This specification is a guide and bidders may quote on additional options if they consider it in the interest to the Municipality.
- A.2 Quotes are to state a firm delivery date from the date the quotation is accepted.
- A.3 The successful bidder will be required to instruct operators and mechanics in the safe operation and maintenance of the machine at no additional cost to the Municipality.
- A.4 The Municipality reserves the right, at its own discretion, to accept or reject any quotation and that the lowest or any quotation will not necessarily be accepted. The bidder understands that fundamental to this competition is the selection of a quotation that, in the Owner's opinion, is in the best interest of the Owner.

B. QUOTATION ASSESSMENT

In arriving at a decision on the successful bidder the following criteria will be used to assess all bidders:

- Quoted Price
- Conformation with specifications
- Whole life owning and operating costs
- General quality and performance of product
- Service and parts back up
- Operator comfort and ergonomics.

C. QUOTATION EVALUATION

The following priorities will be placed on the criteria listed above.

- **Quoted Price** - Preference will be given to the lowest whole life cost submitted, meeting the specifications.
- **Conformation with Specifications** - Preference will be given to bidders fully complying with or exceeding the specifications.
- **Experience** - Preference will be given to bidders with a proven history of supply/manufacture and continuous product improvement.
- **Service Back-Up** - Preference will be given to bidders with a proven history of service, parts, back up and warranty provisions.
- **Operator Comfort & Ergonomics** - Preference will be given to bidders that provide a product that is designed based on human engineering principles.

D. CLOSING OF QUOTATIONS

Quotes must be submitted no later than Wednesday, April 17th, 2019, before 12:00:00 noon EST Quotation submissions must be received in a sealed envelope and addressed as follows:

Attn: Gary Pipe, Manager of Operations
"Quotations For Commercial Riding Lawn Tractor Mower – 54"
Municipality of South Bruce
21 Gordon Street East
Teeswater, ON N0G 2S0

Before being accepted, the Quotation envelope will be marked by the Municipality Representative with the time and date that the envelope was received. The use of the Municipal drop box, mail or courier for the delivery of the Quotation will be at the risk of the bidder. Delivery by the postal authorities or the courier before the above-mentioned closing time to a location other than the specified location at the Municipal Office will not be regarded as delivery to the Municipality Representative before the said closing time. Faxed or e-mailed tenders will not be considered. Late Quotations will not be considered.

Quotation inquiries to be directed to:

Gary Pipe, Manager of Operations
Municipality of South Bruce
21 Gordon Street East
Teeswater, ON N0G 2S0
Email: gpipe@southbruce.ca

Yours truly,



Gary Pipe, CRS I
Manager of Operations
Municipality of South Bruce

The personal information collected on this form is collected under the authority of Section 11 of the Municipal Act and will be used to obtain municipal equipment. Questions about this collection should be addressed to Adam Weishar, the Manager of Operations for the Municipality of South Bruce.

E. MINIMUM MOWER SPECIFICATIONS

Reference and Requirements	Yes	No	Dealer to Provide Specifications or Clarify Difference
1. Description <ul style="list-style-type: none"> • Riding Lawn Tractor - Mower with 54-inch Deck 			Make: Model: Steering type:
2. ROPS Compliant			
3. Engine <ul style="list-style-type: none"> • Engine Shall be minimum 21 hp • Gas • Starting (electric) • Fuel Capacity • Hour Meter 			Make: Model: Cylinders: Gallons:
4. Wheels <ul style="list-style-type: none"> • Rear Tires • Front Tires • Non-flat semi pneumatic front caster tires 			Specify: Specify: Specify:
5. Deck (reinforced/fabricated) <ul style="list-style-type: none"> • 54 inch cutting width • Hydraulic lift • Mulching blades <ul style="list-style-type: none"> • Electric deck lift • Deck height adjustment (1/4") 			
6. Seat <ul style="list-style-type: none"> • Suspension Seat 			
7. Manuals <ul style="list-style-type: none"> • Workshop Manual • Operator Manual • Shop Repair Manual 			
8. Warranty <ul style="list-style-type: none"> • Full Machine years • Extended Warranty 			Details: Details:

Vendor Initials _____

Reference and Requirements	Yes	No	Dealer to Provide Specifications or Clarify Difference
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9. Parts & Service Availability <ul style="list-style-type: none"> • State nearest stocking parts dealer and service provider 			
10. Please include all options not specified, but which in the opinion of the dealer, improve productivity and or resale			
11. Delivery Date from time of order			
12. Details of Service <ul style="list-style-type: none"> • Delivery • Follow up Service 			Details: Details :

Vendor Initials _____

**THE CORPORATION OF THE MUNICIPALITY OF SOUTH BRUCE
 QUOTATION PW-2019-07
 SUPPLY AND DELIVERY OF A Lawn Tractor MOWER (54 INCH DECK)**

Product Acceptance:

The machine that is supplied will meet or exceed the following specifications and be designed and manufactured to meet the general and special work requirements of the municipality.

The machine will include all parts or components not specifically mentioned yet which are deemed standard and necessary to provide a complete unit, services and ready to work.

The machine shall be new, current year, manufacture incorporating the manufacturers' latest design and production standards.

Upon delivery the machine will be inspected for compliance to order description. Any deficiencies will be required to be corrected before payment is approved or an appropriate credit adjustment is agreed upon.

We understand from the above Specifications and agree to provide the equipment (exclusive of optional prices, extended warranties and trade in allowance) for the total sum of:

EXHIBIT	DESCRIPTION	BID PRICE
1	Supply and Delivery of a Commercial Riding Lawn Tractor Mower (54-inch deck) to Mildmay, Ontario	\$
	Sub-total	\$
	HST	
	TOTAL	\$

 Name of Authorized Signing Officer (please print)

 Signature of Authorized Signing Officer

_____, 2019
 Date