



LABRADORCITY

Supply of two New 2025 Light Duty Trucks

TLC-02-25



LABRADORCITY

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TOWN OF LABRADOR CITY

FORM OF TENDER

Supply of two New 2025 Light Duty Trucks TLC-02-25

Tenderer _____

Address _____

Telephone # _____

The undersigned bidder has carefully examined the Form of Tender, Instructions to Bidders, and agrees to supply item(s) as per the attached specifications.

Unit Price _____

H.S.T. 15% _____

Total Quotation _____

The above quotation shall include all freight charges, F.O.B., Tamarack Drive, Labrador City, NL.

The tenderer, if awarded the contract, agrees supply within _____ weeks following notification of award of the contract.

Authorized Signature: _____ Date: _____

Contact Name: _____ Fax # _____

Email Address: _____

INSTRUCTIONS TO BIDDERS

1. TENDERS

- (a) Bidders shall submit Tenders in a sealed envelope and clearly marked to the town of Labrador City Office or by an emailed electronic copy to cashier@labradorcity.ca of the Bid in pdf format. Method of delivery shall be duly marked:

“TENDER FOR **Supply of two New 2025 Light Duty Trucks TLC-02-25**. Addressed to the attention of the Town Clerk, Town Hall, P.O. Box 280, 317 Hudson Drive, Labrador City, NL A2V 2K5.

- (b) Tenders shall close at **3:00 p.m. local time**, Labrador City on:

January 22, 2025

- (c) Before submitting a tender, tenderers shall carefully examine the tender documents and fully inform themselves of the contract requirements and existing conditions.
- (d) The Bidder shall refrain from contacting other employees or members of Council of The Town of Labrador City in respect of this procurement process, including for the purposes of lobbying or attempting to influence the outcome of this procurement process. Any such contact may, in the Town of Labrador City’s sole discretion, result in disqualification of the Bidder.
- (e) The Town will not defray any expenses incurred by the tenderers in the preparation and submission of their tenders.
- (f) The Town, its employees and agents shall not be held liable or accountable for any error or omission in any part of this Tender or response to Bidder’s questions.
- (g) Quotation shall be valid for acceptance for ninety (90) days from the tender closing date.
- (h) This tender is subject to the *Access to Information and Protection of Privacy Act, 2015*.
- (i) The financial value of this tender will be publicly released as part of the award notification.
- (j) If applicable, this tender is subject to trade agreements.

2. BID SUBMISSION, REVISION & WITHDRAWAL

- (a) It is the Bidders' sole responsibility to ensure their Bid is received when, where and how it is specified in this document. The Town is not responsible for lost, delayed, misplaced, or incorrectly delivered Bids.
- (b) Bid revisions, changes, and alterations will be accepted by the Town provided they are received prior to the closing date and time of the Tender. Bid revisions, changes and alterations may be made only by completing a new Bid to the Town.
- (c) Where a Bidder submits multiple Bids to a Tender, each successive Bid will nullify and replace any previous Bids.
- (d) Bidders may withdraw their Tender at any time, prior to the closing date & time of a Tender, by submitting an email to cashier@labradorcity.ca All withdrawn Bids will be shredded the Town of Labrador City.

3. UNACCEPTABLE TENDERS

- (a) Tenders not submitted on the Tender Form provided will not be considered.
- (b) Bids submitted by facsimile will not be accepted.
- (c) Tenders received after the tender closing time will not be considered.
- (d) Incomplete tenders will be rejected.
- (e) Tenders containing qualifications or additional clauses to the Tender Form will be rejected.

4. SUBSTITUTIONS

- (a) Tenders shall be based upon using the materials or products as specified without substitution. Where two or more brand names are specified, the choice shall be left to the successful bidder. Where only one brand name is stated, there shall be no substitution.
- (b) Where the specifications include the **OR APPROVED EQUAL** clause, substitutions may be proposed provided that:

- (i) The request for substitution is made in writing at least seven (7) days prior to the tender closing date.
- (ii) The request shall clearly define and describe the products for which the substitution is requested.
- (iii) The substitution item is equivalent to the described item with regard to design, function, appearance, durability, operation and quality.
- (iv) Approval of the substitution by the Town shall be in the form of an Addendum to the specifications issued to all the tenderers listed as having received a copy of the contract documents.

5. ACCEPTANCE OR REJECTION OF TENDERS

- (a) The Town reserves the right to reject any or all bids without stating reasons. The lowest or any tender will not necessarily be accepted.
- (b) Upon acceptance of the tender, the Tender Form becomes part of the Contract Documents and the successful tenderer becomes the Contractor.
- (c) One payment shall be made in accordance with the contract as follows:
 - (i) Upon acceptance of all material or products, or upon substantial completion of the work.
 - (ii) Within thirty (30) days of receipt of the invoice by the Town.
- (d) The Town reserves the right to accept a non-compliant bid.

6. ADDENDUMS

- (a) Addenda may be necessary for:
 - (i) Correction of the Tender and related forms
 - (ii) Extension of the submission deadline
 - (iii) Clarification of parts of the Tender
 - (iv) Retraction or cancellation of the Tender
 - (v) Responses to bidders questions
 - (vi) Other additions to, deletions from or alterations to the requirements contained in the Tender

- (b) Request for addenda must be submitted five (5) calendar days prior to the tender closing date. Requests submitted thereafter will not be considered or responded to.
- (c) All addendums become part of the Bid Documents, as appropriate. Bidders are responsible for addressing all addenda in preparing Bids and should confirm, prior to submitting Bids, that all issued addenda have been received.

7. DELIVERY

- (a) Where the Tender includes a mandatory delivery schedule, the Town will assume that the Bidder can meet the requested schedule and is satisfied that the goods or services required will be available for delivery on the requested date(s).
- (b) Time is of the essence, and delivery schedule(s) are legally binding. The Town reserves the right to assess penalties or cancel awards to Bidders who fail to meet the stated delivery or completion dates.
- (c) All equipment/goods delivered are subject to inspection and test within a reasonable time after delivery to the Town premises. In the event of a defective product the Town reserves the right to return it to the vendor for full credit.

8. PERSON TO CONTACT

For further information contact Peter Boland at the following telephone number 709-944-7172 or fax number 709-944-2443.

SPECIFICATIONS

The Town of Labrador City requires the supply of two (2) new 2024 Full Size, 4 wheel drive Crew Cab trucks with the following minimum specifications.

	Compliance:
<u>1. Color</u>	
1.1 Vehicle shall be Black in color	Yes _____ ,No_____
<u>2. Engine</u>	
2.1 Gasoline engine (min 2.7 liter)	Yes _____ ,No_____
<u>3. Style</u>	
3.1 Vehicle shall be four (4) door Crew cab	Yes _____ ,No_____
<u>4. Box</u>	
4.1 6.5 Foot box minimum.	Yes _____ ,No_____
<u>5. Transmission</u>	
5.1 Automatic transmission	Yes _____ ,No_____
<u>6. Interior Features</u>	
6.1 Manually controlled air conditioning	Yes _____ ,No_____
6.2 Power windows and locks	Yes _____ ,No_____
6.3 Fabric covered seats with removable cloth seat covers	Yes _____ ,No_____
6.4 AM/FM radio with Bluetooth capability	Yes _____ ,No_____
6.5 Vehicle shall be equipped with remote Start (covered for duration of entire Vehicle manufacturers' basic warranty)	Yes _____ ,No_____
<u>7. Mechanical Features</u>	
7.1 Power steering & power ABS brakes	Yes _____ ,No_____
7.2 Heavy duty battery (min 600 CCA) & heavy duty alternator to maximum amperage	Yes _____ ,No_____
7.3 Engine block heater	Yes _____ ,No_____
7.4 Heavy duty shock absorbers	Yes _____ ,No_____

- 7.5 Heavy Duty front & rear springs Yes ____ , No ____
- 7.6 High capacity heater & defroster Yes ____ , No ____
- 7.7 Vehicle shall be equipped with vinyl floor Covering with removable all season Mats Yes ____ , No ____

8. Exterior Features

- 8.1 17" tires, Goodyear AT/S, Goodyear AT/S or an LTR all terrain. Minimum load range E, 10 PLY Yes ____ , No ____
- 8.2 Spare rim and full size tire to match Yes ____ , No ____
- 8.3 Rear step bumper with reinforced bracket with class V towing hitch and 4-pin and 7-Pin trailer connectors Yes ____ , No ____
- 8.4 Spray In Box liner c/w tailgate and rail liner Yes ____ , No ____
- 8.5 Splash guards front and rear Yes ____ , No ____
- 8.6 Black running boards (cab section) Yes ____ , No ____
- 8.7 Low profile LED Amber flashing light Installed on top of back rack with switch mounted in cab (Amber in color) Yes ____ , No ____
- 8.8 Front tow hooks
- 8.9 Back Rack Yes ____ , No ____

9. Two Way Radio

- 9.1 Vehicle shall be equipped with a two-way radio Model Number NX-3720 Radio will be required to be programmed. The
- 9.2 Programming information will be provided to successful bidder. Yes ____ , No ____

10. Back-up Alarm

- 10.1 An ECCO, Model SA917-PM2, or equal, solid state electronic audible back-up alarm that actuates when the truck is shifted into reverse will be provided. The device will sound at 60 pulses per minute and automatically adjust its volume to maintain a minimum five (5) dba above surrounding environmental noise levels. Yes ____ , No ____

11. WARRANTY & EXTENDED SERVICE

11.1 Factory Warranty

Please state Factory Warranty:

12. PARTS AND SERVICE

12.1 The Bidder or Manufacturer’s representative of the mower must maintain on a continual basis a comprehensive parts inventory available for delivery to Labrador West.

Yes _____ , No _____

12.2 The Bidder or Manufacturer’s representative shall repair any defect in material or workmanship, and repair or replace any defective part as per the manufacturers warranty. Such repairs shall be free of charge(parts and labour) to the Town of Labrador City.

Yes _____ , No _____

12.3 Shop & parts manual

Yes _____ , No _____

12.4 Please provide contact information for parts and service.

13. ADDITIONAL REQUIREMENTS

13.1 Quotations shall be accepted only from firms offering parts and service in Labrador West.

Yes _____ , No _____

14. VEHICLE OFFERED FOR TRADE

14.1 2013 Ford F-150 S/N 1FTNF1EF1DKF16756

14.2 Vehicle trade Value to Remain in place until delivery of new vehicle

15. Exceptions to bid specifications.

Clause #	Explanation
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____