



Tender Document

RDS-2024-05

**For
Supply & Delivery
of (1) Wheel Loader**

David Armstrong
Manager of Public Works
Town of Gananoque
30 King St E
Gananoque, Ontario



TENDER RDS-2024-05

TENDER INFORMATION:

The Town of Gananoque (otherwise referred to as “The Town”) is seeking Tender submissions from qualified respondents for the supply and delivery of one (1) Wheel Loader.

Tender Closing Date: **May 9, 2024**
Tender Closing Time: **1:00 p.m. EST**

Tender Submissions: Will be accepted online at www.Biddingo.com

GENERAL:

- (a) Wheel Loader can be a 2024 or 2025 model.
- (b) The lowest or any bid not necessarily accepted.
- (c) The Town reserves the right to defer payment until all specifications, as described in all Sections, have been met.
- (d) Prior to final acceptance, the vehicles will be subject to an operational test, not to exceed five working days.
- (e) For information please contact Brock Webb, Road Superintendent, at 613-382-2149 Ext. 1611 or email roadsuperintendent@gananoque.ca.

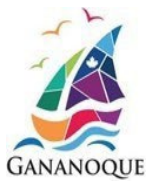


TENDER RDS-2024-05

INFORMATION TO BIDDERS:

The Town of Gananoque (otherwise referred to as “The Town”) is seeking Tender submissions from qualified respondents for the supply of one (1) Wheel Loader, otherwise referred to as the Loader.

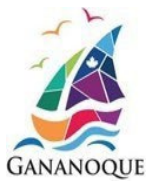
1. The deadline for submission is **May 9, 2024 at 1:00 p.m.**
2. Bids will be opened on May 9, 2024, immediately following the deadline.
3. All questions regarding this Tender must be submitted via Biddingo.com no later than May 2, 2024.
4. The Tender submission must meet all required specifications and the equipment must be delivered to the Public Works Yard at 665 Charles Street, Gananoque, Ontario, on or before the agreed to delivery date.
5. The Standard Tender Terms & Conditions form a part of each Tender and apply in like force to contracts for the purchase of materials, supplies, equipment and services.
6. All Tenders submitted to The Town will bind bidders to the terms and conditions set forth.
7. Tenders must be submitted online using www.Biddingo.com on the forms provided by The Town. Hard copies and emails will not be accepted.
8. Bids received after the deadline will be rejected.
9. By accessing the electronic Tender package at Biddingo.com you are considered registered for this Tender, RDS-2024-05.
10. The Town reserves the right to reject any or all submissions, as a whole or in parts, and waive formalities in the best interest of The Town, without stating reasons.
11. The Town reserves the right to terminate a Tender process at any time, without stating reasons.
12. The Town may choose to issue Addenda to provide clarification or additional information during a Tender process. Addenda will be uploaded at www.Biddingo.com. Registered bidders will receive notification through Biddingo.com and it is the sole responsibility of the Bidder to ensure any addendums have been reviewed and are included with the Tender submission. If addendums are not included with submissions, bids may be rejected.
13. All Bids received will be held in strict confidence until after the closing date and time.
14. All information required in the Tender forms, in connection with each item against which a Tender is submitted, must be given to constitute a valid Tender.
15. Bids submitted for consideration will be evaluated on specifications, total price, warranty,



TENDER RDS-2024-05

vendor past performance/references, work experience, staffing and equipment requirements, after sales service, delivery date and any other factors which The Town deems appropriate, for the best value for The Town.

16. The Total Bid Price shall be for the supply of one (1) Wheel Loader, complete with all specified optional equipment or approved equivalent. The Loader shall be f.o.b. the dealership and shall include service, fuel, freight, delivery, materials, equipment and preparatory charges and be in Canadian dollars.
17. The Bidder must supply the latest printed specifications and advertising literature for the Loader specified. Loader tendered can be current model year in production or 2025 inventory.
18. All components must be free from design deficiencies that may affect their operation or serviceability.
19. The successful Bidder must supply a fully executed manufacturer's warranty on new vehicles.
20. The Town is subject to payment of sales and excise taxes imposed by the Federal and Provincial Governments and such taxes must be included in Tender prices, as a separate line item, unless otherwise specifically indicated in the Tender.
21. The Town meets the definition under the Broader Public Sector to access Ontario Government purchasing discounts and Vendors of Record. Bidders should price accordingly.
22. Bidders must declare that the Tender is not made in connection with any other Bidder submitting a Tender for the same commodities and is in all respects fair and without collusion or fraud. The Bidder must declare that there is no conflict of interest. In order to ensure fairness, The Town reserves the right to disqualify, at any time and at its sole discretion, any respondent engaging in lobbying in connection with a competitive bidding process. The Town may disqualify a respondent at any time in the procurement process, including after the selection process, if The Town determines it may give unfair advantage to one respondent relative to others. Lobbying may include: verbal or written communication with or to any Town staff or Council member other than those identified as contacts in the Tender; verbal or written communication with any expert or advisor assisting in the evaluation selection process; any communication with the Tender evaluation or selection team other than those identified as contacts within the Tender; direct or indirect requests by the respondent to any person, organization or group to provide written or verbal expression of support not required by the competitive bidding process.
23. The Town will not be liable nor reimburse any bidder for any costs associated in developing a Tender submission, attending meetings, demonstrations, legal services or any other service that may be required in the bid submission process.
24. A Bid submission may be withdrawn at any time prior to the Tender deadline by sending an email to roadsuperintendent@gananogue.ca from the firm's senior official authorizing the withdrawal. The Town will verify the withdrawal with a telephone call to the firm's senior



TENDER RDS-2024-05

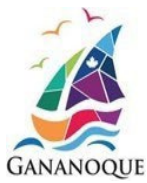
official. There shall be no withdrawals following the closing deadline.

AWARD:

1. Lowest Bid not necessarily accepted.
2. Tenders will be opened publicly on **May 9, 2024** immediately following the closing deadline. Public openings are a process to announce and record all bids received prior to the deadline. Bidders should note that the pricing information read aloud is **preliminary** in nature and is considered **unofficial**. Unofficial results should not be construed as an indication of the successful Bidder. All documentation is subject to review for mathematical accuracies, compliance with the specifications and terms and conditions of the contract and approval by Council.
3. The Town reserves the right to inspect any equipment as a result of this Tender and the decision shall be at The Town's sole discretion to determine if the equipment being supplied meets the basic requirements of The Town.
4. The Bid submitted shall remain valid for at least ninety (90) days from the Tender Closing Date.
5. A Bidder must be prepared, if requested, to present evidence of experience, ability, service facilities and financial standing, necessary to meet satisfactorily, the requirements set forth or implied in the Tender.
6. Cash discount may be offered by the Bidder for prompt payment of invoices, but such cash discounts will not be taken into consideration in determining low bidder unless such discount is based on payment of invoice not less than twenty (20) days after satisfactory delivery and/or receipt of satisfactory invoice, whichever is later.
7. The Town reserves the right to terminate the contract for sufficient cause, including but not limited to poor performance, late delivery, inferior quality, incorrect pricing or health and safety concerns. If the respondent fails to perform the work properly or fails to perform any provision of this Tender, The Town may terminate the contract with written notice.

GOODS WHILE IN TRANSIT:

The successful Bidder must provide coverage for goods while in transit, for the full purchase value. Coverage is to be written on a Broad Form Basis and begin at point of sale and continue until received by the Town of Gananoque. Coverage is to include, but not limited to, damage while in transit and warehouse to warehouse transit.



TENDER RDS-2024-05

DELIVERY:

The Loader delivered must meet all Specifications as specifically stated in the Tender. Where any part or nominal appurtenances of equipment is not described, it shall be understood that all the equipment and appurtenances that are usually provided in the manufacturer's stock model shall be furnished.

INSPECTIONS & TESTS:

Items which fail to meet the terms of the contract in any way are subject to rejection or to be paid for on an adjusted price basis. The decision of The Town shall be final.

TERMS OF PAYMENT and INVOICES:

The Town's terms of payment are net thirty (30) calendar days following receipt of the invoice. Invoices are to be forwarded to Accounts Payable at accountspayable@gananoque.ca and pwinfo@gananoque.ca. Invoices submitted for goods not received or services not complete will be held until services are complete and deliveries are received.

SPECIFICATIONS:

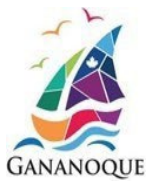
While these specifications are specific with respect to detailed requirements, it is recognized that product development activity may have led to the availability of innovations in certain areas which, if incorporated in the unit would improve its operation. Bidders are encouraged to submit such changes as alternate bids separate from the bid complying with the original specifications and acceptance of such alternate bids shall be at the discretion of the Town of Gananoque.

These Specifications list only the major significant details of the vehicle required. It is the supplier's responsibility to provide vehicles fully equipped for intended uses with compatible components to provide dependable, efficient service.

Where minimum or maximum requirements are specified, the unit offered must meet or exceed these requirements, unless an acceptable alternative is offered. The decision of The Town shall be final.

All items listed are minimum requirements of the Loader being purchased. If a supplier is unable to meet the requirements of all items, The Town is under no obligation to accept the Bid.

The Loader offered shall meet or surpass the mandatory requirements of current acts or regulations as they apply to the use of such vehicle by the Town of Gananoque.



TENDER RDS-2024-05

1. GENERAL

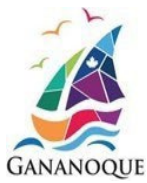
- a) This Specification details the requirements for one (1) Wheel Loader.
- b) The Loader must be supplied with suitable components to comply with the Specifications listed in this Tender, in all aspects.

2. MINIMUM STANDARDS

- a) The Loader shall be the manufacturer's standard current or planned production model as shown in their literature and all component units shall be standard or be a standard catalogue listed option unless otherwise specified and agreed.
- b) While the purpose of the Specifications is to indicate certain minimum requirements in the way of capacity, strength, construction and other details, their use is not intended to relieve The Town of all responsibility in the selection of equipment which may be considered most suitable for the service involved. In other words, even though submissions are received based on furnishing equipment which may meet the minimum requirements indicated, it is not intended that this alone shall limit the contract award to be recommended, but that other factors shall be considered together with any experience The Town may have had with equipment of the same type or manufacture.
- c) Loader must be supplied with suitable components to comply with this specification in all aspects.
- d) Where minimums are called for, the Loader must meet or exceed the capacity, size or performance specified.
- e) This specification lists only the major details of the Loader. Therefore, it is the supplier's responsibility to deliver a fully equipped Loader with compatible components to provide dependable, efficient service.
- f) Loader must conform to all federal and provincial motor vehicle safety standards.

3. ALTERNATES

- a) The Specifications included herein describe the type, size, design and construction of equipment which is felt necessary to meet the performance and service requirements of The Town. Bidders desiring to quote on equipment which deviates from the standpoint of capacity size, construction and performance, both as to individual component parts and the completely assembled units, are requested to submit alternate bids on the equipment which so deviates. Any and all alternate bids which are submitted will be given due consideration.



TENDER RDS-2024-05

Pages 8 – 14 must be included in all Tender submissions

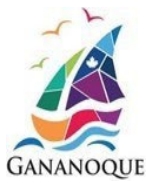
SPECIFICATIONS FOR ONE (1) WHEEL LOADER

SPECIFICATIONS	Yes	No	Comments/Details
Model Year			
Manufacturer			
Model			
Trim (if applicable)			
Diesel Engine(specify)			
Pay Load Weight			
Rear Axle ratio / Front Axle Ratio			
Wheelbase (mm)			
Minimum H.P: 190hp			
Minimum 4 speed automatic transmission			
Minimum Torque 650 LB FT			
Alternator 130 AMP min			
Battery – 950 CCA minimum, 12 volt x2			
Equipment is in current production at time of submission.			
Four wheel drive / Differential Lock			
Ride Control			
Rear Hitch/ Tow Pin with shackle or hook			
Cloth or vinyl upholstery			
Air Suspension adjustable Seat			
Vinyl or rubber floor covering throughout cab.			



TENDER RDS-2024-05

Lumbar support in driver's seat			
Auxiliary power outlet			
Air Conditioning			
Bluetooth Capability AM/FM Radio with digital clock			
Conventional Steering Wheel with Spinner Knob			
Min 5 inch multifunction LCD Monitor			
Hydraulic Control for Quick Coupler Locking Pins			
Assisted power steering / Full Steering Wheel with Tilt and/or telescopic steering column			
Pay scale enabled (optional)			
Interior Mirrors single Rearview			
Exterior Mirrors – Two (2), folding			
Beacon Brackets Only X2			
Keyless Start with multiple Security Modes			
Rearview Camera with Radar Object- Detection System			
Intermittent wiper system			
Trip odometer			
Paint: Exterior: Manufacturer's Standard Color			
Paint: Interior: Manufacturer's standard			
Fire Extinguisher			
Groeneveld Auto Greaser Or Equivalent			
Premium LED Lighting on all exterior lights			



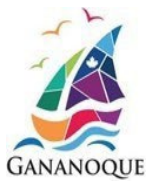
TENDER RDS-2024-05

Minimum 20.5 R 25Wheels			
Four (4) Michelin Lt2 XSNO-PLUS or Equivalent			
Tire Pressure Monitor System (TPMS)			
Front and Rear Fenders Full Width With Mudflaps.			
Machine Operating Weight: Minimum 34000 lbs			
High Lift Z -Bar Loader Linkage			
GP Bucket: Hook On with Bolt On Cutting Edge Minimum Capacity 3.25 Cubic Yard Minimum width 8ft 10inch			
Coupler: Quick Attach For Hook On Implements with Aux Hydraulic coupler			
Forks: Hook On Quick Attach minimum 72inch			
Loader Controls: 2-Function Valve, Joystick Control + Additional 3 rd - and 4 th - Function Valve on Auxiliary Lever			
Front Coupler Compatibility: AMI Reactor Hook On Plow With JD Style Coupler			
Slow Moving Vehicle Sign			
Warranty to commence on date of delivery			
Electronic version of owner's manual uploaded			
Electronic version of preventative maintenance schedule			
Prior to delivery, the Vendor will review the Specifications within this RFP to confirm all specifications were met. Failure to complete this task will result in delayed payment until any noted deficiencies are rectified.			



TENDER RDS-2024-05

Successful bidder is to deliver the vehicle to the Public Works Yard at 665 Charles St, Gananoque, ON and all costs shall be included in the bid price.			
Where minimums are called for, the vehicle(s) must meet or exceed the capacity, size or performance specified.			
All service manuals, operation manuals, electrical schematics, and diagnostic manuals pertaining to these vehicles shall be supplied at the time of delivery to The Town, in electronic and paper format.			



TENDER RDS-2024-05

BID FORM

Item	Quantity	Description	Unit Price
1	1	Wheel Loader Year _____	\$
*Bid Price			\$

****HST is not to be included.***

Terms of Payment are 90 days or Net days, F.O.B. address above.

Delivery Date: _____ Initials: _____

It shall be a condition of the contract to be entered into, pursuant to this Tender process, that the Loader shall be delivered to the Town of Gananoque no later than 120 days from award of the Tender. As such, a later date and further terms, including a penalty clause, may be agreed upon between The Town and the successful bidder, and if the subsequent agreed upon terms are not met this contract shall be terminated.

LOWEST OR ANY TENDER NOT NECESSARILY ACCEPTED



TENDER RDS-2024-05

BID FORM – Part II

I/We _____ the undersigned, have carefully examined the Tender documents and specifications and am fully informed as to The Town's requirements. I/We hereby offer to supply the specified truck, complete with all equipment for the price listed above.

Dated at _____ the ____ day of _____, 2023.

Print Name: _____

Signature: _____

Company: _____

Address: _____

Telephone: _____

Email Address: _____

H.S.T. No.: _____



TENDER RDS-2024-05

BIDDER'S DECLARATION FORM

I/We (enter name) _____

Title/Position _____

Organization or Business _____

Declare that no person, firm or corporation other than the one who's signature or the signature of whose proper officers is attached below, has any interest in this Proposal or in the Contract proposed to be undertaken.

Further declare that this Proposal is made without any connection, knowledge, comparison of figures or arrangements with any other company, firm or person making a Proposal for the same work and is in all respects fair and without collusion or fraud.

Further declare that no Town employee, or Member of Council and their families is, or will become interested directly as a contracting party or otherwise or in the performance of the Contract or in the supplies, work or business to which it relates or in any portion of the profits thereof, or of any such supplies to be used therein or any of the monies to be derived therefrom.

Further declare that the several matters stated in the said Tender are in all respects true.

Further declare that I/We have examined the Request for Tender in detail and hereby propose and offer to enter into a contract to provide all of the items mentioned and described or implied therein, including, in every case, freight, duty exchange, and to accept in full payment therefore, the sums calculated in accordance with the actual quantities provided, and Unit Prices attached to this Bid.

I/We agree that this offer is to continue open for acceptance until a formal contract is executed or a Purchase Order is issued to the successful Bidder.

Signature of Authorized Officer

Date

Name of Authorized Officer (please print) _____

Signature of Witness

Date

Name of Witness (please print) _____

Seal (if applicable)

Page 8-14 Must be included in all Tender submissions