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| Logo  Description automatically generated with medium confidence | SCHEDULE B – FORM OF QUOTATION |

**RFQ Title: Supply and Delivery of Two (2) [More or Less] Heavy Duty Triple Combination Pumper and/or Rescue Trucks**

**RFQ No.: 1220-040-2023-062**

**CONTRACTOR**

**Legal Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Person and Title:**

**Business Address:**

**Business Telephone:**

**Business Fax:**

**Business E-Mail Address:**

TO:

**CITY OF SURREY**

City Representative: Sunny Kaila, Manager, Procurement Services

Email: purchasing@surrey.ca

1. If this offer is accepted by the City, such offer and acceptance will create a contract as described in:
	* + - 1. the RFQ;
				2. the specifications of Goods set out above and in Schedule A;
				3. the General Terms and Conditions; and
				4. this Quotation; and
				5. other terms, if any, that are agreed to by the parties in writing.
2. Capitalized terms used and not defined in this Quotation will have the meanings given to them in the RFQ. Except as specifically modified by this Quotation, all terms, conditions, representations, warranties and covenants as set out in the RFQ will remain in full force and effect.

**Changes and Additions to Specifications:**

1. I/We have reviewed the RFQ Attachment 1 – Draft Quotation Agreement - Goods. If requested by the City, I/we would be prepared to enter into that Agreement, amended by the following departures (list, if any):

**Section Requested Departure(s) / Alternative(s)**

 **Please State Reason For Departure(s):**

1. The City requires that the successful Contractor have the following in place before providing the Goods and Services:
2. Workers’ Compensation Board coverage in good standing and further, if an “Owner Operator” is involved, personal operator protection (P.O.P.) will be provided,

Workers' Compensation Registration Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

1. Prime Contractor qualified coordinator is Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

1. Insurance coverage for the amounts required in the proposed Agreement as a minimum, naming the City as additional insured and generally in compliance with the City’s sample insurance certificate form available on the City’s Website at [www.surrey.ca](http://www.surrey.ca) search [Standard Certificate of Insurance](http://www.surrey.ca/files/DCT_Standard_Certificate_of_Insurance_2014.docx);
2. City of Surrey or Intermunicipal Business License: Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;
3. If the Contractor’s Goods and Services are subject to GST, the Contractor’s GST Number is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; and
4. If the Contractor is a company, the company name indicated above is registered with the Registrar of Companies in the Province of British Columbia, Canada, Incorporation Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

As of the date of this Quotation, we advise that we have the ability to meet all of the above requirements **except as follows** (list, if any):

**Requested Departure(s):**

 **Please State Reason for the Departure(s):**

1. The Contractor acknowledges that the departures it has requested in Sections 3 and 4 of this Quotation will not form part of the Agreement unless and until the City agrees to them in writing by initialing or otherwise specifically consenting in writing to be bound by any of them.

**Changes and Additions to Specifications:**

1. I/We have reviewed the RFQ Attachment 1 – Quotation Agreement - Goods, Schedule A – Specifications of Goods. If requested by the City, I/we would be prepared to meet those requirements, amended by the following departures (list, if any):

**Section Requested Departure(s) / Alternative(s) / Additions**

 **Please State Reason For Departure(s):**

1. I/We have reviewed the RFQ Attachment 1 – Agreement – Goods, Schedule A – Specifications of Goods. The Contractor should set out in its Quotation in detail how its proposed technical and functional solution meets the technical and functional specifications/requirements of RFQ Attachment 1 – Agreement – Goods, Schedule A – Specifications of Goods. Any variance from those technical and functional specifications/requirements should be clearly pointed out by the Contractor in its Quotation, including where conflicts may exist between the Contractor’s proposed solution and the technical and functional specifications/requirements as described therein.
2. Contractors should complete and include with their Quotation the City’s Schedule B-1 – Technical and Functional Specifications / Requirements Response Matrix response Form worksheets. The response form worksheets may be viewed and/or obtained at the Managed File Transfer Service (MFT) link noted below. Printing will be the sole responsibility of the Contractor.

**Schedule B-1 may be viewed and/or downloaded from the City of Surrey’s Managed File Transfer Service (MFT):**

In the URL, or address field at the top, enter the following address: <https://mft.surrey.ca/> and hit “enter”.

Enter “surreybid” as the User Name, “Welcome” as the password and then click “Login”

**https://mft.surrey.ca/**

Login ID: surreybid

Password: Welcome

Locate Folder: 1220-040-2023-062

1. Each Quotation should be accompanied by a set of "Contractor's Specifications” consisting of a detailed description of the Good proposed and to which Good should conform. Computer run-off sheets are not acceptable as descriptive literature. The specifications should indicate size, type, model and make of all component parts and equipment.
2. Warranty. Contractor should provide information on its ability to meet the warranty terms set forth in the Agreement and specify any warranties in addition to those provided in Attachment 1 – Quotation Agreement - Goods. Contractor should submit with its Quotation a detailed program for in-house warranty work to be performed by the City’s Fire Services mechanical division staff with the Contractor reimbursing the City for all expenses and supply whatever parts, assemblies, systems, etc., that are necessary to complete the repairs.

**Fees and Payments**

1. In accordance with the RFQ, which terms and conditions I/we have carefully examined and agree to, the undersigned hereby submits a firm Quotation for the design, construction and delivery of the vehicle(s) in accordance with the Specifications for the price(s) as listed below, delivered F.O.B. City of Surrey, Fire Hall #9, Mechanical Division, 14901 – 64th Avenue, Surrey, British Columbia, V3S 1X8, Canada. The City may negotiate pricing adjustments based on price changes from the manufacturer. The Contractor will be expected to provide factory invoices to justify increases.

The following price(s) include and covers all duties, taxes, handling and transportation charges, and all other charges incidental to and forming part of this Quotation. The Contractor shall be responsible for customs clearance and payment of any duties and/or taxes owing at time of importation into Canada, as applicable.

**[END OF PAGE]**

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| * 1. **Quotation 1A: Triple Combination Pumper**
 |
| State Year, Make & Model: |  |
| **Item** | **Description** | **Unit Cost (CDN$)** |
| 1 | Unit Price for **Triple Combination Pumper** | $ |
| 3 | Province of B.C. Environmental Levy (Battery) | $ |
| 4 | Province of B.C. Advance Disposal Fee (Tires) | $ |
| 5 | Air Conditioning Surcharge | $ |
| 6 | Other Fees/Levies (please state) | $ |
|  | a)  | $ |
|  | b)  | $ |
|  | c)  | $ |
| 7 | Subtotal: | $ |
| 8 | GST (5%) | $ |
| 9 | PST (7%) | $ |
| 10 | **Total Quotation Price:** | **$** |
| **Payment Terms:** A cash discount of % will be allowed if invoices are paid within days, or the day of the month following, or net 30 days, on a best effort basis.  |
| 11 | Pricing is firm until (State Date): |  |
| 12 | Delivery Date after award notification (State in days): |  |
| 13 | Manufacturers Warranty (State Warranty): |  |
| 14 | Body Warranty (State Warranty): |  |
| 15 | Warranty repairs shall be performed at: |  |
| 16 | Please check if applicable: | British Columbia Certified |[ ]
| *All Pricing in Canadian Dollars. All costs to meet the preferred specifications shall be included in the above Total Quotation Price.* |

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| * 1. **Quotation 1B: Rescue Truck**
 |
| State Year, Make & Model: |  |
| **Item** | **Description** | **Unit Cost (CDN$)** |
| 1 | Unit Price for **Rescue Truck** | $ |
| 3 | Province of B.C. Environmental Levy (Battery) | $ |
| 4 | Province of B.C. Advance Disposal Fee (Tires) | $ |
| 5 | Air Conditioning Surcharge | $ |
| 6 | Other Fees/Levies (please state) | $ |
|  | a)  | $ |
|  | b)  | $ |
|  | c)  | $ |
| 7 | Subtotal: | $ |
| 8 | GST (5%) | $ |
| 9 | PST (7%) | $ |
| 10 | **Total Quotation Price:** | **$** |
| **Payment Terms:** A cash discount of % will be allowed if invoices are paid within days, or the day of the month following, or net 30 days, on a best effort basis.  |
| 11 | Pricing is firm until (State Date): |  |
| 12 | Delivery Date after award notification (State in days): |  |
| 13 | Manufacturers Warranty (State Warranty): |  |
| 14 | Body Warranty (State Warranty): |  |
| 15 | Warranty repairs shall be performed at: |  |
| 16 | Please check if applicable: | British Columbia Certified |[ ]
| *All Pricing in Canadian Dollars. All costs to meet the preferred specifications shall be included in the above Total Quotation Price.* |

1. **Indicative Design Submittal**

Each Quotation should be accompanied by an indicative design. The indicative design should represent a full size, conceptual, blueprint type of drawings and detailed engineering drawings of the Goods, representing a level of design sufficient to enable a thorough evaluation of the Contractor’s design concepts. Such drawings should be drawn to scale using a CAD program to ensure accurate and professional drawings.

These drawings should address following views:

1. top view (entire truck);
2. front end view;
3. rear end view;
4. left side view;
5. right side view; and

Contractor should:

* + - * 1. show the overall dimensions and configuration of the Goods and the arrangement of compartments and equipment storage;
				2. be consistent with the technical and functional requirements set out in Schedule A – Specifications of Goods;
				3. clearly indicate, to scale, all exterior portions of the Goods, including controls, lights, railings, gauges, etc.; and
				4. provide a narrative that further describes the key features and innovative aspects of the Contractor’s design concept.
1. **Optional Work**

The following is a list of Optional Work. The following Unit Prices are to include all fees, levy’s, and taxes per unit: Province of B.C. ENVIRONMENTAL LEVY (Lead Acid Batteries), Province of B.C. Advance Disposal Fee (Tires), Air Conditioning Surcharge, Other Fees/Levies (please state), GST, and PST.

|  |  |  |
| --- | --- | --- |
| **Line Item** | **Description** | **Unit Price (CDN $)** |
| **TRIPLE COMBINATION PUMPER:** |
| OP-1 | Unit Price if Two Triple Combination Pumpers Delivered | **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| OP-2 | Unit Price if Three Triple Combination Pumpers Delivered | **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **RESCUE:** |
| OP-3 | Unit Price if Two Rescue Trucks Delivered | **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| OP-4 | Unit Price if Three Rescue Trucks Delivered | **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **MISCELLANEOUS:** |
| OP-5[[1]](#footnote-2) | Performance Bond at 50% of the Quotation Price: | **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Labour and Material Payment Bond at 50% of the Quotation Price: | **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| OP-6[[2]](#footnote-3)” | Directional Lighting LED - Option 1: | **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| OP-7[[3]](#footnote-4)” | Directional Lighting LED - Option 2: | **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| OP-8[[4]](#footnote-5) | Directional Lighting LED – Option 2: | **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

1. **Pricing for Pre-Production Meeting and Inspections**

The following tables are a list of optional price(s) to the work and forms part of this RFQ, upon the acceptance of any or all of the optional prices(s). The optional prices are an addition to the Total Quotation Price and do not include GST. DO NOT state a revised Total Quotation Price.

Pricing for in-person options should include all costs for travel (commercial transportation [i.e., airfare] to and from Surrey, British Columbia to meeting/manufacture site and local travel [to and from airport]), meals and accommodation and hosting two (2) Surrey Fire Department Representatives, for three (3) individual and consecutive eight (8) hour days dedicated to meeting and inspection meetings as set out in Schedule B – Form of Agreement. It is preferred that a minimum of three (3) weeks’ notice be provided to the Fire Department representative(s) to allow for proper arrangements to be made.

|  |
| --- |
| **Table 1 – Pre-Production Meeting** |
| **Description** | **Option A: Price for In-Person Meeting** | **Option B: Price (if any) for Video conference** |
| Pre-Production meeting held at a designated City facility in accordance with the provisions as set out in section 25. of the Agreement.  | $ | $ |

| **Table 2 – Inspections#1 through #3** |
| --- |
| **Description** | **Option A: Price for In-Person Meeting[[5]](#footnote-6)** | **Option B: Price (if any) for Photo inspections only** |
| Inspection #1 – Inspection of Cab, Chassis and Main Fire Pump. Price to include three (3) days of dedicated cab, chassis and main fire pump inspection meeting time, for the attendance of two (2) Fire Department representatives (not including travel time). | $ | $ |
| Inspection #2 – Inspection of pump installation, all plumbing, and structural body installed, and, primed and ready for paint. Price to include three (3) days of dedicated cab, chassis and main fire pump inspection meeting time, for the attendance of two (2) Fire Department representatives (not including travel time). | $ | $ |
| Inspection #3 – Pre-Delivery. Price to include three (3) of dedicated cab, chassis and main fire pump inspection meeting time, for the attendance of two (2) Fire Department representatives (not including travel time).  | $ | $ |

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| **Table 3 – In Person Third Party Factory Inspection** |
| **Description** | **Price for Third Party Inspection** |
| For Inspection #3 – Includes photographs and detailed inspection documents, and an inspection completed at the Contractor’s plant by an independent party. | $ |

**Preliminary Production and Delivery Schedule:**

1. Contractors should provide for each Good a preliminary production schedule and delivery schedule, with committed timelines for the construction of each Good with a delivery date at the Delivery Point. It is preferred that the preliminary production schedule be prepared in the form of a Gantt Chart or in a similar format.
2. The Contractor will supply and deliver the Goods that meet the specifications set out in Schedule A – Specifications of Goods of the Agreement. The Contractor will complete and deliver to the Delivery Point each Good in accordance with the following schedule.

|  |  |  |
| --- | --- | --- |
| **Triple Combination Pumper (“TCP”)** | **Completion Date** | **Delivery Date** |
| If One TCP Ordered: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| If Two TCP’s Ordered | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| If Three TCP’s Ordered | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

| **Rescue (“RES”)** | **Completion Date** | **Delivery Date** |
| --- | --- | --- |
| If One RES Ordered: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| If Two RES’s Ordered | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| If Three RES’S Ordered | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Note: While the City anticipates purchasing up to 2 units (any combination of the above), there is no guarantee of any volume of purchase.

**Experience, Reputation and Resources:**

1. Contractor's relevant experience and qualifications in delivering Goods and Services similar to those required by the RFQ (use the spaces provided and/or attach additional pages, if necessary):

1. Contractor should describe the level of research and development investment you make in your projects:

1. Performance History. Provide the number of Goods similar to the proposed model delivered in the past five years, including timeframes for delivery. Provide a copy of recall notices and Fleet Defects issued for the proposed model during the previous five years along with the number of affected Goods in service.

1. **Key Personnel**

Contractors should identify and provide the background and experience of all key personnel proposed to provide the Goods and Services (use the spaces provided and/or attach additional pages, if necessary):

|  |  |
| --- | --- |
| Name: |  |
| Experience: |  |
| Dates: |  |
| Project Name: |  |
| Responsibility: |  |

* 1. Preference may be given to a Contractor and proposed personnel that demonstrate knowledge and experience involving the successful design, development and manufacturing goods similar to the Goods. Each Contractor should make clear in its Quotation its relevant knowledge and experience, and that of its proposed key personnel. Without limiting the foregoing, each Contractor should provide copies of Emergency Vehicle Technician (EVT) certifications for its current staff of technicians at its service center.

1. Contractors should identify and provide the background and experience of all sub‑contractors and material suppliers proposed to undertake a portion of the Goods and Services (use the spaces provided and/or attach additional pages, if necessary):

| *Description of Goods & Services* | *Sub-Contractors & Material Suppliers Names* | *Years of Working with Contractor* | *Telephone Number and Email* |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. Operational Facility: Contractors should provide satisfactory evidence that it has an operational facility adequate for the manufacture of the Goods that it intends to furnish, as well as documented experience of construction of multiple goods similar to those which are the subject of the Quotation and their successful operation for periods of years. (It is the intention of the City to purchase heavy duty fire apparatus of proven design, and not prototypes.)

1. Contractor's references (name and telephone number) (use the spaces provided and/or attach additional pages, if necessary). The City's preference is to have a minimum of three references. Previous clients of the Contractor may be contacted at the City’s discretion.

1. Contractors financial strength (with evidence such as financial statements, bank references:

**Training and Support Services, On-Call Support and On-Site Service, Parts Support and Warranty:**

1. Training and Support Services. (Refer to Sections 47 through 55 of Schedule A – SPECIFICATIONS OF GOODS. Contractor should provide a description of the general approach and methodology that the Contractor would take in performing the training and support services described in the Agreement:

1. On-Call Support and On-Site Service.
	* + - 1. What technical and engineering support could the Contractor provide to the City? Please include location these services will be provided and how the City’s needs will be addressed in critical times. Please include the breadth and depth of this support.

* + - * 1. What technical and engineering support could be provided by original equipment manufacturers (OEM) that supports the major components in each Good (e.g., engine, transmission, chassis, wiring)? Please provide letters of assurance from OEM’s, if possible.

* + - * 1. What and how would technical liaison and field services will be supplied to the City by the Contractor?

* + - * 1. How field service team member’s abilities, experience, and qualifications could meet the City’s expectation of a high level of support? Contractor should provide an organizational chart showing current BC based personnel names and titles.

1. Replacement Parts Support (Refer to Sections 88 through 90 of the Agreement.):

Contractor should:

* + - * 1. Identify the location of the parts provider the Contractor now maintains or agrees to establish and the hours of operation. Please identify the parts providers that OEM suppliers of major components within North America that will support the supply chain of components on the Goods.

* + - * 1. Describe how the Contractor’s parts supply team member’s abilities, experience and qualifications will meet the City’s expectation of high level of support.

* + - * 1. State what parts of engine, transmission, running gear, chassis, body and equipment the Contractor will carry in its parts service centre or directly supported through a North American supply chain by other parties or Original Equipment Manufacturers.

**Corporate Environmental Sustainability:**

1. Contractor should describe their sustainability initiatives relating to the environmental impacts. The environmental attributes (green) of their Goods. Information pertaining to its environmental policies, programs and practices. Confirm that the Contractor complies with any applicable objective.

1. I/We the undersigned duly authorized representatives of the Contractor, having received and carefully reviewed the RFQ including without limitation the draft Agreement submit this Quotation in response to the RFQ.

**CONTRACTOR**

**I/We have the authority to bind the Contractor.**

(Legal Name of Contractor)

(Signature of Authorized Signatory) (Signature of Authorized Signatory)

(Print Name and Position of Authorized Signatory) (Print Name and Position of Authorized Signatory)

1. Refer to Section 59 of the Agreement “Performance Security” [↑](#footnote-ref-2)
2. Refer to the Technical and Functional Specifications Response Matrix Response form worksheets, Section VIII) Lighting Systems, sub-section 4.12 [↑](#footnote-ref-3)
3. Refer to the Technical and Functional Specifications Response Matrix Response form worksheets, Section VIII) 4.13 under “Lighting Systems [↑](#footnote-ref-4)
4. Refer to the Technical and Functional Specifications Response Matrix Response form worksheets, Section XI). sub-section 4.01 under “Options and Requirements” [↑](#footnote-ref-5)
5. For Table 2 – In person meetings pricing to include the supply of photographs and detailed inspection documents to the City. [↑](#footnote-ref-6)