

SCHEDULE B – QUOTATION

RFQ Title: Arena Digital Video Screens

RFQ No: 1220-040-2024-041

**CONTRACTOR**

**Legal Name:**

**Contact Person and Title:**

**Business Address:**

**Business Telephone:**

**Business Fax:**

**Business E-Mail Address:**

**CITY OF SURREY**

City Representative: Sunny Kaila, Manager, Procurement Services

E-mail for PDF Files: [purchasing@surrey.ca](mailto:purchasing@surrey.ca)

1.If this Quotation is accepted by the City, a contract will be created as described in:

(a) the Agreement;

(b) the RFQ; and

(c) 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.

3. I/We have reviewed the RFQ Attachment 1 – Agreement – Goods and Services. 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)**

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

4. The City requires that the successful Contractor have the following in place **before providing the Goods and Services**:

1. 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);

(d) City of Surrey or Intermunicipal Business License: Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

(e) If the Contractor’s Goods and Services are subject to GST, the Contractor’s GST Number is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; and

(f) 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):**

5.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:**

6. In addition to the warranties provided in the Agreement, this Quotation includes the following warranties:

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

**Requested Departure(s)**

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

**Fees and Payments**

8.The Contractor offers to supply to the City of Surrey the Goods and Services for the prices plus applicable taxes as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **F.O.B.** Destination Freight Prepaid | **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. | | **A** | **B** | **Ship Via:** |
| **Item #** | **Specifications / Description** | | **Unit**  **Price** | **Qty. (Ea.)** | **Total Amount (A x B)** |
| **1** | The Contractor shall furnish all necessary labour, materials, supplies, import, duties and transportation necessary to supply, deliver and install the Goods and Services and any spare parts in accordance with this Agreement.  **Arena Digital LED Screens**  State Size: \_\_\_\_\_\_\_\_\_\_  Pixel Pitch: \_\_\_\_\_\_\_\_\_\_  nits: \_\_\_\_\_\_\_\_\_\_  Note 1: Overheads, General Conditions and Profit are to be included in the above amounts.  Note 2: Contractor to provide pricing based on evening and weekend installation. | | $ \_\_\_\_\_\_\_\_ | \_\_\_\_ | $ \_\_\_\_\_\_\_\_\_\_ |
| CURRENCY: Canadian | | Subtotal: |  |  | $ |
| GST 5%: |  |  | $ |
| PST (if applicable): |  |  | $ |
| **QUOTATION PRICE:** |  |  | **$** |

**Contractor to provide the following with their RFQ response (check boxes):**

* LED Type;
* Content Management System;
* Schematics – including cable types and any junction boxes, switchers, converters or booster needed;
* Power Needs;
* Structure Needs, including approximate weight and mounting plan;
* Weather Proofing;
* Type of Wire Bond; and
* System Architecture.

**Service and Warranty:**

9. Contractor should provide detailed information regarding service and warranty of Goods, whether it be from a third-party or manufacturer.

**Specify Warranty Length: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Specify Repair Response Time: \_\_\_\_\_\_\_\_\_\_\_\_**

**Force Account Labour and Equipment Rates:**

10. Contractors should complete the following tables setting out the all-inclusive hourly labour rates including overhead and profit for approved service repair for all applicable categories of labour (use the spaces provided and/or attach additional pages, if necessary):

**Table 1 – Hourly Labour Rate Schedule For Services:**

|  |  |  |
| --- | --- | --- |
| Labour Category | Straight Time/hr  (Plus GST) | Overtime Rate/hr  (Plus GST) |
| .1 Superintendent | $ | $ |
| .2 Foreman | $ | $ |
| .3 Journeyman | $ | $ |
| .4 Apprentice | $ | $ |
| .5 | $ | $ |
| .6 | $ | $ |

**Table 2 – Hourly Equipment Rate Schedule:**

|  |  |  |
| --- | --- | --- |
| No. | Equipment Description *(State)* | Hourly Equipment Rate |
|  |  | $ |
|  |  | $ |

**Time Schedule:**

11. Contractors should provide a preliminary construction schedule, with major item descriptions and time:

(a) Commence installation on or before: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; and

(b) Complete installation and achieve functional operation on or before: \_\_\_\_\_\_\_\_\_.

The City prefers installation to start in August 2024 and end in September 2024.

Contractor should provide a Microsoft Project (or similar) schedule outlining the Critical Path and should include all major phases of the Work and indicate start and substantial completion dates for each.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ACTIVITY | Time from Notice to Proceed in Days | | | | | | | | | |
|  | **10** | **20** | **30** | **40** | **50** | **60** | **70** | **80** | **90** | **100** |
|  |  |  |  |  |  |  |  |  |  |  |
|  | SAMPLE |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

**Experience, Reputation and Resources:**

12. Contractor's relevant experience and qualifications in delivering Goods and Services similar to those required by the Agreement (use the spaces provided and/or attach additional pages, if necessary). Provide at least one “proof of performance” report from a project with at least 5-year history:

13. 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 from three sports-based facilities. Previous clients of the Contractor may be contacted at the City’s discretion.

14. 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):

**Key Personnel**

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

15. 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* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

16. I/We the undersigned duly authorized representatives of the Contractor, having received and carefully reviewed the RFQ and the Agreement, submit this Quotation in response to the RFQ.

**This Quotation** is offered by the Contractor this \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2024.

**CONTRACTOR**

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

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Legal Name of Contractor)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Signature of Authorized Signatory)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Print Name and Position of Authorized Signatory) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Signature of Authorized Signatory)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Print Name and Position of Authorized Signatory) |