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SCHEDULE B – FORM OF QUOTATION

**RFQ Title: Supply and Delivery One [or more] 4WD Agricultural Tractor**

**RFQ No.: 1220-040-2024-060**

**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](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 – 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)**

4. The Contractor acknowledges that the departures it has requested in Sections 3 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.

**Technical and Functional Specifications / Requirements Response**

5. I/We have reviewed the RFQ Attachment 1 – Draft Quotation Agreement – Goods, Schedule A – Specifications of Goods, including Parts I & II. 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, including Parts I & II. 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.

**Contractors should complete and include with their Quotation the City’s Technical and Functional Specifications / Requirements Response Matrix worksheets, Schedule B-1 and include with Schedule B – Form of Quotation.**

6. 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.

**Experience, Reputation and Resources:**

7. Contractor’s relevant experience and qualifications in delivering the Goods similar to those required by the RFQ:

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

9. 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.

**Preliminary Production and Delivery Schedule:**

10. Contractors should provide for the Good a preliminary production schedule and delivery schedule, with committed timelines for the construction of the 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.

11. 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:

|  |  |
| --- | --- |
| **Completion Date** | **Delivery Date** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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

12. Training and Support Services. Contractor should provide a description of the general approach and methodology that the Contractor would take in performing the training and support services that may be provided as part of the Agreement:

13. On-Call Support and On-Site Service.

(a) 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.

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

(c) What and how would technical liaison and field services be supplied to the City by the Contractor?

(d) 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.

14. Replacement Parts Support:

Contractor should:

(a) 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.

(b) 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.

**Purchase Price and Payment Terms:**

15. Currency. All prices are expressed in Canadian dollars.

16. Pricing. Prices are F.O.B. Destination, Freight Prepaid, all inclusive (including labour, equipment, materials, transportation/freight, packing, delivery, duty, brokerage, tariffs, environmental fees (if applicable) and overheads) and fixed and firm. Federal Goods and Services tax (“GST”) and Province of British Columbia provincial sales tax (“PST”) is not included in pricing but shown as separate line items.

17. Purchase Price and Payment Terms (Core Goods and Accessories)

|  |  |  |  |
| --- | --- | --- | --- |
| **State Year, Make & Model:** | |  | |
| **Item** | **Description** | | **Unit Cost (CDN$)** |
| 1 | Unit Price for **the Supply and Delivery of One Only 4WD Agricultural Tractor** | | **$** |
| **Less:** | | | |
| 2. | Municipal Gov’t Discount/Concession | | **$** |
| 3. | Other Discounts (provide details): | | |
|  | (a) | | **$** |
|  | (b) | | **$** |
| **Add:** | | | |
| 4 | Province of B.C. Environmental Levy (Battery) | | **$** |
| 5 | Province of B.C. Advance Disposal Fee (Tires) | | **$** |
| 6 | Air Conditioning Surcharge | | **$** |
| 7 | Other Fees/Levies (please state) | | **$** |
| a) | | **$** |
| b) | | **$** |
| c) | | **$** |
| 8 | Subtotal: | | **$** |
| 9 | GST (5%): | | **$** |
| 10 | PST (7%): | | **$** |
| 11 | **TOTAL QUOTATION PRICE FOR ONE UNIT:** | | **$** |
| **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. | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| 12 | Pricing is firm until (State Date): | |  |
| 13 | Delivery Date after receipt of Purchase Order (State in Days): | |  |
| 14 | Manufacturers Warranty (State Warranty): | |  |
| 15 | Body Warranty (State Warranty): | |  |
| 16 | Warranty repairs shall be performed at: | |  |
| 17 | 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.* | | | |

**18. Optional Work**

The following is a list of Optional Work. The following Unit Prices are to include all fees, levies, 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 $)** |
| **AGRICULTURAL TRACTOR** | | |
| OP-1 | Unit Price if Two Agricultural Tractors Delivered | **$** |
| OP-2 | Unit Price if Three Agricultural Tractors Delivered | **$** |

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

20. 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.

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

**CONTRACTOR**

I/We have the authority to bind the Contractor.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Full Legal Name of Contractor)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature of Authorized Signatory)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Print Name and Position of Authorized Signatory)

SCHEDULE B-1 – PREFERRED TECHNICAL AND FUNCTIONAL SPECIFICATIONS AND REQUIREMENTS RESPONSE FORM

**TITLE: SUPPLY AND DELIVERY OF ONE [OR MORE] 4WD AGRICULTURAL TRACTOR**

**REFERENCE No.: 1220-040-2024-060**

*Note: Other than entering data in the spaces provided, or including attachments as necessary, make changes to this form or submitting an alternate format is discouraged. If space is insufficient, additional pages may be added as necessary.*

These Specifications are the preferred Specifications necessary to establish the technical and functional Specifications and requirements. The Goods should meet or exceed these Specifications. The City is relying on the Contractor to verify suitability and safety of materials, components, equipment, systems and items. Compatibility is of the essence and any modification, accessory, device, material or type of construction which may be necessary shall be considered to be a part of these Specifications whether detailed by item or not.

*(Note: Set out in detail how your technical and functional solution meets the Specifications. Clearly identify any variance with the Specifications including where conflicts or deviations may exist between your proposed solution and the Specifications or substitutions are recommended. If no substitutions, deviations or conflicts are identified, the City will consider that the equipment offered is in strict compliance with these Specifications.)*

Contractors are directed to list complete manufacturers’ details of model proposed in the right-most column under Contractor’s response details.

|  |  |  |  |
| --- | --- | --- | --- |
| **Preferred Technical and Functional Specifications Response Form**  **Index # and Specifications** | **Specifications Met?** | | **Contractor’s Response Details. (Equipment Specifications Offered) Substitutions, deviations or conflicts must be identified in detail (if insufficient space, attach additional pages.)** |
| **Yes** | **No** |
| 1. **ENGINE** | | | |
| 1. Shall be minimum of 70HP 4 - cylinder engine with high pressure common rail fuel system | □ | □ |  |
| 1. Complies with Tier 4 emission standard | □ | □ |  |
| 1. Permanent pre-cleaner and safety element shall be provided | □ | □ |  |
| 1. Under hood after treatment system | □ | □ |  |
| 1. Minimum of 90 litre fuel tank | □ | □ |  |

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| --- | --- | --- | --- |
| **Preferred Technical and Functional Specifications Response Form**  **Index # and Specifications** | **Specifications Met?** | | **Contractor’s Response Details. (Equipment Specifications Offered) Substitutions, deviations or conflicts must be identified in detail (if insufficient space, attach additional pages.)** |
| **Yes** | **No** |
| 1. **TRANSMISSION** | | | |
| 1. 12F/12R with forward/reverser shuttle shall be provided. Transmission shall be fully synchronized with high & low speed selector. | □ | □ |  |
| 1. Clutch shall be wet multi disc | □ | □ |  |
| 1. Park lock/brake shall be provided | □ | □ |  |
| 1. For safety, a neutral safety start system shall be included | □ | □ |  |
| 1. 4WD to be engaged and disengaged via an electro hydraulic switch | □ | □ |  |
| 1. **STEERING, BRAKES, DIFFERENTIAL, FRAME** | | | |
| 1. Unit shall be equipped with hydrostatic steering | □ | □ |  |
| 1. Hydraulic wet disc brakes shall be provided | □ | □ |  |
| 1. Rear axle should have differential lock | □ | □ |  |
| 1. Front differential shall be limited slip | □ | □ |  |
| 1. **HYDRAULICS/PTO** | | | |
| 1. A load sensing constant flow system shall be provided | □ | □ |  |
| 1. Minimum of 60 litres /min | □ | □ |  |
| 1. Rear independent PTO shall be 540 RPM | □ | □ |  |
| 1. There shall be 3 hydraulic valves at the rear of the tractor for operating towed implements | □ | □ |  |
| 1. Category I/II 3 – point hitch with telescopic top link and telescopic stabilizers | □ | □ |  |
| 1. Control system, top link load sensing | □ | □ |  |
| 1. Lift capacity @ 24” a minimum of 1500 kgs | □ | □ |  |

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| **Preferred Technical and Functional Specifications Response Form**  **Index # and Specifications** | **Specifications Met?** | | **Contractor’s Response Details. (Equipment Specifications Offered) Substitutions, deviations or conflicts must be identified in detail (if insufficient space, attach additional pages.)** |
| **Yes** | **No** |
| 1. **INSTRUMENTATION** | | | |
| 1. Display functions definable by operator shall include: | □ | □ |  |
| 1. Ground speed | □ | □ |  |
| 1. PTO speed | □ | □ |  |
| 1. Engine hours | □ | □ |  |
| 1. Service hours | □ | □ |  |
| 1. Fuel gauge | □ | □ |  |
| 1. Engine oil pressure indicator light/gauge | □ | □ |  |
| 1. Coolant temperature | □ | □ |  |
| 1. PTO engagement | □ | □ |  |
| 1. Alternator indicator light | □ | □ |  |
| 1. Directional indicators | □ | □ |  |
| 1. Hazard switch | □ | □ |  |
| 1. **CAB OPERATOR STATION - Cab shall be ROPS and equipped with:** | | | |
| 1. Manually adjustable left and right rear vision mirrors | □ | □ |  |
| 1. Air conditioning and heater | □ | □ |  |
| 1. Two doors | □ | □ |  |
| 1. Front windshield wiper and washer | □ | □ |  |
| 1. Rear windshield wiper and washer | □ | □ |  |
| 1. Air suspension seat | □ | □ |  |
| 1. Arm rests and seat belt | □ | □ |  |
| 1. Tilt/telescopic steering column | □ | □ |  |
| 1. Right hand operator controls | □ | □ |  |
| 1. Floor mat | □ | □ |  |
| 1. Foot throttle control | □ | □ |  |
| 1. 12-volt power outlet | □ | □ |  |
| 1. AM/FM/CD radio | □ | □ |  |
| 1. Overhead courtesy light | □ | □ |  |

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| --- | --- | --- | --- |
| **Preferred Technical and Functional Specifications Response Form**  **Index # and Specifications** | **Specifications Met?** | | **Contractor’s Response Details. (Equipment Specifications Offered) Substitutions, deviations or conflicts must be identified in detail (if insufficient space, attach additional pages.)** |
| **Yes** | **No** |
| 1. Rear view mirror | □ | □ |  |
| 1. Cup holder | □ | □ |  |
| 1. Sun visor | □ | □ |  |
| 1. **ELECTRICAL:** | | | |
| 1. A minimum of a 60-amp alternator shall be provided | □ | □ |  |
| 1. Headlights shall be provided | □ | □ |  |
| 1. Two front outer roof work lights | □ | □ |  |
| 1. One rear right roof work light | □ | □ |  |
| 1. Four roof mounted flashing hazard lights | □ | □ |  |
| 1. Back up alarm shall be provided | □ | □ |  |
| 1. Two rear fender stop, tail indication lights, with “hazard function” | □ | □ |  |
| 1. Beacon light – Falcon mini bar part # F84AWB4-YY. To be mounted on cab to left side towards the rear. | □ | □ |  |
| 1. Trailer wiring to match 6 pin 1235 BX Cole Hersey t/plug. Trailer wiring to be configured to match City of Surrey wiring standard. | □ | □ |  |
| Please note the two different industry standards for wiring 6 pole trailer plugs.  The City of Surrey has utilized the center terminal for the BLUE brake wire and the “S” terminal for the 12 VOLT CHARGE WIRE.  A yellow sign with black text  Description automatically generatedA diagram of a car  Description automatically generated | | | |

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| **Preferred Technical and Functional Specifications Response Form**  **Index # and Specifications** | **Specifications Met?** | | **Contractor’s Response Details. (Equipment Specifications Offered) Substitutions, deviations or conflicts must be identified in detail (if insufficient space, attach additional pages.)** |
| **Yes** | **No** |
| 1. **AXLES, WHEELS AND TIRES:** | | | |
| 1. 4WD front axle with electro-hydraulic engagement shall be supplied | □ | □ |  |
| 1. Front and rear tires shall be a “turf tire type” – please provide details   IMG_0653.jpg  Pattern similar to this is proposed. | □ | □ |  |
| 1. Width of tire and rim shall be of a width to minimize any damage the turf/playing fields – please provide details | □ | □ |  |
| 1. The tire size shall ensure the tractor has a minimum road speed of 40kph | □ | □ |  |
| 1. **WARRANTY** | | | |
| 1. There shall be a minimum 1-year parts and labor warranty on the tractor. | □ | □ |  |
| 1. Please provide details on extended warranty and costs | □ | □ |  |

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| --- | --- | --- | --- |
| **Preferred Technical and Functional Specifications Response Form**  **Index # and Specifications** | **Specifications Met?** | | **Contractor’s Response Details. (Equipment Specifications Offered) Substitutions, deviations or conflicts must be identified in detail (if insufficient space, attach additional pages.)** |
| **Yes** | **No** |
| 1. **OPERATOR PROTECTION & SAFETY** | | | |
| 1. A slow moving vehicle sign to be mounted in prominent position on the rear of the tractor | □ | □ |  |
| 1. 1 - 2lb dry powder fire extinguisher shall be provided | □ | □ |  |
| 1. 1 – No.1 first aid kit shall be provided | □ | □ |  |
| 1. An audible back-up alarm of approx. 98 dbh shall be provided | □ | □ |  |
| 1. **STANDARDS** | | | |
| 1. Tractor must comply with government regulations and requirements which allow it to operate on roads and highways. | | | |
| * Federal government motor vehicle standards * BC motor vehicle act and regulations * BC workers’ compensation board regulations * BC emissions standards | □ | □ |  |
| 1. **MISCELLANEOUS** | | | |
| 1. A drawbar will be provided with the machine | □ | □ |  |
| 1. 3 full sets of keys shall be provided | □ | □ |  |
| 1. Manufacturer’s Certificate of Origin shall be provided | □ | □ |  |
| 1. One complete Service Manual shall be provided | □ | □ |  |
| 1. One complete Parts Manual shall be provided | □ | □ |  |
| 1. A complete parts list shall be provided for belts, filters, and hoses | □ | □ |  |
| 1. Fluid capacities in litres | □ | □ |  |
| 1. The tractor shall be delivered, registered and insured. The insurance shall be arranged through the City of Surrey’s insurance broker. | □ | □ |  |