



PROCUREMENT SERVICES SECTION

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ADDENDUM #2

REQUEST FOR QUOTATIONS (RFQ) No.: 1220-040-2022-070

TITLE: Courier and Internal Delivery Services

ADDENDUM ISSUE DATE: October 18, 2022

DATE: Prefer to receive Quotations on or before
October 27, 2022

INFORMATION FOR CONTRACTORS

This Addendum is issued to provide additional information to the RFQ for the above-named project, to the extent referenced and shall become thereof. No consideration will be allowed for extras due to the Contractor not being familiar with this Addendum.

QUESTIONS AND ANSWERS

Q.1 What is the official start date for the RFQ?

A.1 Anticipated start date will be sometime during Q1 of 2023. Subject to authority approvals.

Q.2 14.7 speaks of WHMIS however I'm presuming you mean Dangerous Goods Certificate?

A.2 As applicable to the type of goods being carried. Importance to ensure compliance with regulations.

Q.3 6.2 states "There shall be no limitation on compensation amount" however 6.3 states "minimum \$5000.00".

- Limitations are based on Insurance Underwriter not the vendor.

A.3 Delete section 6.3 of Schedule A [Scope of Services] in its entirety.

Q.4 Is there any history of The City of Surrey filing claims with the previous carrier and if so how many and what values?

A.4 There is no history of claims. The City's expectation is that City and Library Goods are handled responsibly.

Q.5 Schedule A-1-1
○ What vehicle size is required?

A.5 The Contractor's delivery vehicle will be appropriately sized for the volume of Goods and access at each location served. The vehicle should be capable of safely carrying the Goods.

Q.6 What days per week does this route run, Monday to Friday?

A.6 Refer to section A.2 of Schedule A-1.

Q.7 Schedule A-2
○ What vehicle size is required?

A.7 Refer to A.5 above.

Q.8 Confirmation that Schedule A-2-2 is done in conjunction with schedule A-2-1 and should be priced accordingly in Table 2: Surrey Library.

A.8 Selection of Contractor to provide the Services for Schedule A-2-2 will be at the discretion of the City. It is expected that Contractors will complete all pricing table options.

– END OF ADDENDUM –

All Addenda will become part of the RFQ Documents.
