

# **PART E**

# **SPECIFICATIONS**

## **PART E - SPECIFICATIONS**

### **GENERAL**

#### **E1. GENERAL**

E1.1 These Specifications shall apply to the Work.

#### **E2. GOODS**

E2.1 The Contractor shall supply disposable paper products in accordance with the requirements hereinafter specified.

E2.2 Item No. 1 – Paper Towels in Rolls shall be from the following Approved Products List:

- (a) Product No. RK206E, Main Street Natural by SCA; or
- (b) Product No. 01930, White Swan by Scott Paper; or
- (c) Product No. 1560(W), Embassy Premium Roll by Scott Paper.

E2.3 Item No. 2 – Paper Towels in Jumbo Rolls shall be from the following Approved Products List:

- (a) Product No. 314, EcoSoft Kraft Controlled White by BayWest; or
- (b) Product No. 20870, Décor Natural by Cascades; or
- (c) Product No. 20805, North River Ultra by Cascades; or
- (d) Product No. 01040, Scott Kleenex by Kimberly-Clark.

E2.4 Item No. 3 – Paper Towels in Singlefold shall be from the following Approved Products List:

- (a) Product No. 101766, Décor White by Cascades; or
- (b) Product No. SB1840, Main Street White by SCA; or
- (c) Product No. SK1850E, Main Street Natural by SCA; or
- (d) Product No. 01010(West), Embassy Premium by Scott Paper; or
- (e) Product No. 01900(West), White Swan by Scott Paper.

E2.5 Item No. 4 – Toilet Tissue in 1 Ply shall be from the following Approved Products List:

- (a) Product No. 14300, Fort James Envision Acclaim by Georgia Pacific; or
- (b) Product No. 5350, White Swan by Scott Paper.

E2.6 Item No. 5 – Toilet Tissue in 2 Ply shall be from the following Approved Products List:

- (a) Product No. 74045, New Horizon by Cascades; or
- (b) Product No. 74058, North River by Cascades; or
- (c) Product No. 48040, Scott (Surpass) by Kimberly-Clark; or
- (d) Product No. 05131, Embassy by Scott Paper; or
- (e) Product No. 5700(W), Purex by Scott Paper.

E2.7 Item No. 6 - Facial tissue in 2 Ply shall be from the following Approved Products List:

- (a) Product No. 13000 or 15000, EcoSoft by BayWest; or
- (b) Product No. TF6810, Coronet by SCA.

- E2.8 Item No. 7 – Industrial Paper Wipers shall be either Merfin Systems, Product No. 725 Rhythm; or Kimberly Clark, Product #01020.
- E2.9 Item No. 8 shall be Kimberly-Clark EX-L Delicate Task Wiper #34120.
- E2.10 Items No. 9 shall be Kimberly-Clark EX-L Delicate Task Wiper #34256.
- E2.11 Items No. 10 shall be either Kimberly-Clark Wypall L20 All Purpose Wiper #47000; or Bro-Tex Inc., Product No. SWP5705.
- E2.12 Items No. 11 shall be either Kimberly-Clark Wypall X60 Teri Reinforced Towel #35401; or Bro-Tex Inc., Product No. SWPWH200.
- E2.13 Items No. 12 shall be either Kimberly-Clark Wypall X60 Teri Reinforced Towel #34900; or Bro-Tex Inc., Product No. SWPWH200.
- E2.14 Items No. 13 shall be either Kimberly-Clark premoistened hand cleaning wipes #58310; or Bro-Tex Inc., Product name ORANGE PEELS, Product No. SWPOP106.
- E2.15 Items No. 14 shall be Kimberly-Clark Wypall ShopPro X80 Shop Towels #41029; or Bro-Tex Inc., Product No. SWPWH300.
- E2.16 Item No. 15 – Jumbo Roll Paper Towels shall be either Scott Embassy, Product #01140; or Kimberly-Clark, Product #01040.
- E2.17 Item No. 16 – Jumbo Roll Paper Towel Dispenser shall be Kimberly-Clark, Product No. 9991.
- E2.17.1 In the event a Contractor is awarded Scott Kleenex jumbo roll towels by Kimberly-Clark, Product No. 01040 [E2.3(d) and/or E2.16], the Contractor shall supply, install and maintain/replace when under normal use, the dispensers at no cost to the City, at various City facilities during the Contract.
- E2.17.2 The City reserves the right to install the dispensers.
- E2.17.3 No minimum quantity of cases of paper towels shall apply to receive a dispenser.
- E2.17.4 The dispensers shall remain with the City of Winnipeg at the end of the Contract in satisfactory working condition.

### **E3. DELIVERY**

- E3.1 Goods shall be delivered on an "as-required" basis during the term of the Contract, f.o.b. destination, freight prepaid, to various locations within the City.
- E3.1.1 Goods shall be delivered within three (3) Business Days of the placing of an order, except where otherwise agreed at the time of ordering.
- E3.1.2 The Contractor shall promptly report any delay or change to an agreed delivery date to the User.
- E3.2 Goods shall be delivered between 7:00 a.m. and 2:00 p.m. on Business Days, except where otherwise agreed at the time of ordering.
- E3.3 The Contractor shall off-load goods as directed at the delivery location.
- E3.4 Table A of these Specifications, lists the intended delivery locations and is provided for the convenience of the Bidder only. The City reserves the right to add or delete locations, within the boundaries of the City, or alter the type or quantity of goods to be supplied to any location as required by changes in its operations during the term of the Contract.

**TABLE A – DELIVERY LOCATIONS AND INVOICE ADDRESSES**

Department	Ship to Location	Invoice Address
Community Services	Zoo Conservatory 15 Conservatory Drive  Conservatory 15 Conservatory Drive  Strategic Support Services 2 <sup>nd</sup> Floor, 395 Main Street	3rd Floor, 395 Main Street Winnipeg MB R3B 3N8
Corporate Services	Human Resource Development Division Employee Assistance Program 3 <sup>rd</sup> Floor, 136 Market Avenue R3B 0P4  Human Resource Development Division Occupational Health Branch 5 <sup>th</sup> floor, 180 King Street R3B 3G8	4 <sup>th</sup> Floor 180 King Street Winnipeg MB R3B 3G8
Public Works	1277 Pacific Avenue	102-1155 Pacific Avenue Winnipeg MB R3E 3P1
Fire Paramedic Service	2546 McPhillips Street	2546 McPhillips Street Winnipeg MB R2P 2T2
Planning Property and Development	Municipal Cemeteries Branch 3001 Notre Dame Avenue  Kildonan Park Golf Course (Do not deliver to the park) 2021 Main Street  Windsor Park Golf Course 10 Des Meurons Street	3rd Floor, 395 Main Street Winnipeg MB R3B 3N8
Transit Stores	Stores Receiving Department 421 Osborne Street	421 Osborne Street, Winnipeg MB R3L 2A2
Water & Waste Department	598 Plinguet Street	101-1155 Pacific Avenue Winnipeg MB R3E 3P1
Winnipeg Police Service	Administration Branch Division Finance Division Branch 151 Princess Street	151 Princess St Winnipeg MB R3C 2Z7

The City reserves the right to add or delete users.