



SUBMISSION DEADLINE: 4:00 P.M. WINNIPEG TIME, MARCH 19, 2004

If your company name and address are not correctly shown below, please enter or correct it before submitting your Bid.

Company Name _____

Address _____

**BUYER: Coleen Groening, C.P.P., C.P.M.
TELEPHONE NO. 986-2491**

SUPPLY AND DELIVERY OF A FORKLIFT

Please quote prices on the attached Form B: Prices.

THE BID SUBMISSION MUST INCLUDE THIS PAGE (COMPLETED AND SIGNED)

**TERMS AND CONDITIONS ATTACHED APPLY EXCEPT AS
SUPERSEDED ABOVE OR BY SPECIFICATIONS (IF ANY) ATTACHED.**

Early payment discount: _____ % _____ days
(See 1.5 of the Terms and Conditions attached.)

RETURN TO:

**THE CITY OF WINNIPEG 73-2004
CORPORATE FINANCE DEPARTMENT
MATERIALS MANAGEMENT DIVISION
185 KING ST MAIN FLOOR
WINNIPEG MB R3B 1J1**

Contact Person: (print) _____

Telephone Number: _____

Facsimile Number: _____

The Bidder hereby offers to perform the Work in accordance with the Contract for the price(s), in Canadian funds, set out in this Bid.

The Bidder agrees that the Request for Quotation in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Bid.

The Bidder certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract.

No. 1 No. 2 No. 3 No. 4

This offer shall be open for acceptance, binding and irrevocable for a period of thirty (30) days following the Submission Deadline.

Signature: _____

TERMS AND CONDITIONS – GOODS

1. BIDDING PROCEDURES

- 1.1 The Bid must be submitted on the forms provided, with all required entries made clearly in ink.
- 1.2 If the Bidder finds discrepancies or omissions in the Request for Quotation or any part thereof, or is unsure of the meaning or intent thereof, he shall notify the Buyer. The Buyer will, if he deems it necessary, issue addenda to all Bidders. The Bidder is advised to direct all enquiries or comments to the Buyer at least five (5) business days prior to the Submission Deadline to allow time for the preparation and distribution of necessary addenda.
- 1.3 The Bidder is responsible for investigating the nature of the Work to be done and all conditions that might affect his Bid or his performance of the Work, and shall assume all risk for conditions existing or arising in the course of the Work which have been or could have been determined through such investigation.
- 1.4 The Contract is based on the design, methods and materials specified and any proposed substitutes must be clearly identified in the Bid. Where the phrases "or equal" or "or alternative" occur in the Request for Quotation, the Bidder is advised to submit descriptive matter in sufficient detail to permit a judgment as to the merits of any "equal" or "alternative" offered.
- 1.5 The Bidder may, but is not required to, offer a prompt payment discount. If prompt payment discounts are offered, they will be considered in determining the lowest evaluated responsive Bid.
- 1.6 The Bid must be submitted enclosed and sealed in an envelope clearly marked with the RFQ Number and the Bidder's name and address. Each envelope must contain only the Bid for one Request for Quotation.
- 1.7 The Bid must be submitted to the Materials Management Division at the address specified no later than the Submission Deadline specified. Bids received after the Submission Deadline will not be considered.
- 1.8 The Bid may be withdrawn without penalty at any time prior to the Submission Deadline.
- 1.9 The Bid shall be open for acceptance, binding and irrevocable for the period of time specified on the cover page. A Bidder who withdraws his Bid after the Submission Deadline but before his Bid has been released or has lapsed shall be liable for such damages as are imposed upon the Bidder by law and subject to such sanctions as the City considers appropriate in the circumstances.
- 1.10 The City may reject a Bid as being non-responsive if the Bid is incomplete, obscure or conditional, or contains additions, deletions, alterations or other irregularities. The City may reject all or any part of any Bid or waive technical requirements if the interests of the City so require. The City may reject any Bid submitted by a Bidder who does not demonstrate, in his Bid or in other information required to be submitted, that he is responsible and qualified. A responsible and qualified Bidder is one that meets the qualifications specified and is not suspended, debarred or in default under any contract with the City.
- 1.11 Where the Contract is proposed in separate sections or with alternatives, the City shall have the right to award any section separately or to choose any alternative which is in its best interests.
- 1.12 The City will have no obligation to award a Contract to a Bidder, even though one or all of the Bidders are determined to be responsible and qualified, and the Bids are determined to be responsive. Where an award of Contract is made by the City, the award shall be made to the responsible and qualified Bidder submitting the lowest evaluated responsive Bid.
- 1.13 The Buyer will give notice of the award of the Contract by issuing a Purchase Order to the successful Bidder, or will give notice that no award will be made.
- 1.14 The Request for Quotation, including but not limited to the specifications, drawings and addenda, and the Contractor's Bid shall be deemed to be incorporated in and to form a part of the Purchase Order notwithstanding that they are not necessarily attached to or accompany said Purchase Order.
- 1.15 The name of the successful Bidder and the Contract amount will be made available, upon request, to Bidders only after award of Contract.

2. SCOPE OF WORK

- 2.1 The Work to be done under this Contract shall consist of the supply and delivery of goods and the provision of ancillary services in accordance with applicable specifications, drawings and addenda.
- 2.2 The Contractor shall provide and pay for all materials, labour, equipment, tools, utilities, licenses and fees necessary to complete the Work.

3. GOODS

- 3.1 All goods supplied under the Contract shall be new and unused.
- 3.2 Materials and workmanship shall be fit for the purpose intended and shall equal or exceed the quality specified.
- 3.3 The Contractor shall be responsible for the storage, transportation and handling of goods until delivered to and accepted by the City.
- 3.4 Goods will be inspected at the time of delivery only for general description, quantity and obvious defects or damage. Notwithstanding any waiver or release which may be included on shipping bills, receipts or other such forms signed at the time of delivery, the Contractor shall not be relieved of any responsibility for goods which are defective or damaged or are not in accordance with the specifications.
- 3.5 Goods which, in the sole opinion of the City, fail to meet the requirements of the specifications shall be returned to the Contractor at his expense. The Contractor shall not be entitled to payment for goods so returned. In the event payment has been made to the Contractor, the City shall be entitled to recover same and to take whatever remedies that it may have at law.

4. ASSIGNMENT

- 4.1 The Contractor shall not assign the Contract or any payment thereunder without the prior written approval of the City.

5. SUBCONTRACTING

- 5.1 If the Contractor subcontracts any portion of the Work, he shall:
 - a) employ only Subcontractors who have successfully carried out work similar in nature, scope and value to the portion of the Work proposed to be subcontracted to them, or who are fully capable of performing the Work required to be done in accordance with the terms of the Contract;
 - b) enter into contracts or written agreements with his Subcontractors to require them to perform their work in complete conformance with and subject to the terms and conditions of the Contract; and
 - c) be as fully responsible to the City for acts and omissions of his Subcontractors and of persons directly or indirectly employed by them as for acts and omissions of persons directly employed by him.

6. INDEMNITY

- 6.1 The Contractor shall save harmless and indemnify the City for twice the contract price plus two million dollars, unless specifically stated otherwise in the contract documents, against all costs, damages or expenses arising from actions, claims, demands and proceedings, by whomsoever brought, made or taken as a result of acts or omissions of the Contractor, his subcontractors, employees or agents in the performance or purported performance of the Work, and more particularly from:
 - a) accidental injury to or death of any person whether retained by or in the employ of the Contractor or not, arising directly or indirectly by reason of the performance of the Work, or by reason of any trespass on or damage to property;
 - b) damage to any property owned in whole or in part by the City, or which the City by duty or custom is obliged, directly or indirectly, in any way or to any degree, to construct, repair or maintain;
 - c) damage to, or trespass or encroachment upon, property owned by persons other than the City;
 - d) failure to pay and obtain a discharge of a notice of claim for lien served upon the City in accordance with the requirements of The Builders' Liens Act;
 - e) failure to pay a workers compensation assessment, or federal or provincial taxes;
 - f) unauthorized use of any design, device, material or process covered by letters patent, copyright, trademark or trade name in connection with the Work;
 - g) inaccuracies in any information provided to the City by the Contractor.
- 6.2 The City has the right, acting reasonably and upon notice to the Contractor, to settle any such action, proceeding, claim or demand and charge the Contractor with the amount so paid or to be paid in effecting a settlement.
- 6.3 The Contractor shall pay to the City the value of all legal fees and disbursements required to settle any such claim or to defend the City against any such claim, action, proceeding, claim or demand notwithstanding that the settlement or defence of the said action, proceeding, claim or demand was undertaken on behalf of the City by a salaried employee of the City.
- 6.4 If the Contractor fails to make any payment required to be made to the City hereunder, the City shall be entitled to deduct the amount of such payment from any payment required to be made by the City to the Contractor under the Contract or take whatever other remedies against the Contractor that the City may have at law.

7. EVENTS OF DEFAULT

- 7.1 An event of default will be deemed to have occurred if the Contractor:
 - a) abandons the Work; or
 - b) is adjudged bankrupt or files for bankruptcy, becomes insolvent, makes a general assignment for the benefit of his creditors, or has a receiver or liquidator appointed in respect of his assets; or
 - c) in the judgment of the City, is not performing or has not been performing the Work, or any part thereof, in a sound and workmanlike manner and in all respects in strict conformity with the Contract; or
 - d) in the judgment of the City, is not progressing continuously with the Work or any part thereof, and in such a manner as to ensure the completion of the Work or any part thereof, in accordance with the work schedule; or
 - e) fails to remedy any defective or deficient Work, or to remove any defective or deficient goods; or
 - f) fails to remedy defects or deficiencies during the warranty period in the manner and within the time periods specified by the City; or
 - g) fails to make prompt payment to his subcontractors, his employees or on account of the purchase or rental of equipment or material; or
 - h) fails to promptly secure a discharge of a lien or trust claim served upon the City pursuant to The Builders' Liens Act; or
 - i) fails to comply with any laws, by-laws or statutory regulations; or
 - j) fails to submit any schedules, documents or information required by the Contract; or
 - k) refuses or neglects to comply with an order given by the City;
 - l) commits any other breach of the Contract.
- 7.2 Any provision of the Contract may be waived only by express waiver in writing by the City. No express waiver of any provision shall imply the waiver of any other provision.
- 7.3 If an event of default has occurred, the City may do any one or more of the following:
 - a) withhold or retain the whole or part of any payment;
 - b) take the whole of the Work, or any part or parts thereof out of the hands of the Contractor;
 - c) demand payment for any amount owed to the City.

- 7.4 The duties and obligations imposed upon the Contractor by the Contract and the rights and remedies available to the City hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed upon the Contractor or available to the City at law.

8. PRICES AND PAYMENT

- 8.1 Prices bid shall be gross prices including all applicable duty, freight, cartage, Provincial and Federal Taxes [except Manitoba Retail Sales Tax (MRST or PST) and Goods and Services Tax (GST), which shall be extra where applicable] and all charges governmental or otherwise paid, and including profit and all compensation which shall be due to the Contractor.
- 8.2 If the Contractor charges GST, he must show his registration number and the amount of GST separately on the invoice.
- 8.3 Where The Builders' Liens Act is applicable to the Contract, payments will be subject to such holdbacks as are required to be made thereunder. Interest on holdback amounts will be credited, and holdback amounts will be released, in accordance with said Act.
- 8.4 Payment will be in Canadian funds net thirty (30) days from receipt of acceptable goods, or receipt and approval of the Contractor's invoice, whichever is later.

FORM B: PRICES

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE	EXTENDED AMOUNT
1	Forklift	04-007	Each	1	\$ _____	\$ _____
<p>G.S.T. and M.R.S.T. extra, where applicable</p> <p>TOTAL BID PRICE (in figures) _____</p> <p>(in words) _____</p> <p>_____</p>						

Name of Bidder

DETAILED SPECIFICATIONS 04-007

SUPPLY AND DELIVERY OF A FORKLIFT

1.0 SCOPE

1.1 These specifications describe the Supply and Delivery of new 2003 or newer, Propane Powered Forklift.

2.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS

2.1 All items in these specifications must be answered indicating compliance or non-compliance. **Bidders shall state "yes" for compliance or state deviation**, or give a reply where requested to do so. Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.

2.2 Each bidder is required to fill in every blank. Failure to do so may be used as a basis for rejection of bid.

3.0 FORKLIFT- SPECIFICATIONS– GENERAL

3.1 The following specifications are a list of minimum requirements for specific components of the Propane Powered Forklift, and are not to be construed as to describe the complete machine. The Contractor shall ensure that the Propane Powered Forklift is equipped with any components, not specifically mentioned in these specifications that are required to make the Propane Powered Forklift complete and fully operational for the intended purpose.

3.2 The Propane Powered Forklift shall be equipped with all components, features and accessories normally provided as standard for the model supplied.

3.3 All applicable SAE, CSA and ULC standards form an integral part of these specifications.

4.0 PROPANE POWERED FORKLIFT

4.1 The Forklift shall be equipped with a nominal 60 hp., propane powered, water cooled engine, c/w catalytic muffler. State hp., make and model. _____

4.2 Transmission- automatic, single speed forward and reverse. _____

4.3 Cooling system – automotive style radiator with water pump. _____

4.3.1 Cooling system shall be winterized to –35° Celcius. _____

4.4 Propane fuel lines/tank- lines and regulator required. Tank **not** required. _____

4.5 Engine compartment cover- easy access, gas cylinder assisted, lift type required. _____

4.6 Alternator- nominal 80 amp required. State. _____

4.7 Battery- minimum 800 cca required. _____

4.8 Mast- shall have a three (3) stage mast, with a minimum lift of fifteen (15) feet. _____

4.8.1 Hydraulics and lift chains shall be fitted to the mast as to allow for maximum viewing area for the operator between and around the mast. _____

4.8.2 Lift capacity- shall have a minimum lift capacity of 6,000 pounds @ 24 inch load centre. _____

- 4.9 Forks- forks shall have a nominal extension of forty two (42) inches. _____
- 4.9.1 Forks- shall have hydraulic side shift capability. _____
- 4.10 The Forklift shall have four wheels, c/w pneumatic type tires. _____
- 4.11 Brakes- self adjusting, self energizing, four (4) wheel drum brakes preferred. State. _____
- 4.12 The Forklift shall be capable of being operated in a warehouse with eleven (11) foot aisles. The forklift will be required to load and unload semi-trailers. _____
- 4.13 Forklift compartment- shall have hydraulic suspension. _____
- 4.13.1 Forklift compartment shall have “no tools required”, removable floor plate for easy access, _____
- 4.13.2 Forklift compartment shall have wide, easy access, anti-slip steps, and hand grips, both sides. _____
- 4.14 Cab- fully enclosed cab required with full view, removable guarded roof, c/w with an approved ROPS, OSHA certified or equivalent, with easy access, fully operable side doors c/w either sliding or removable windows. _____
- 4.14.1 Cab shall have heavy duty floor matting. _____
- 4.14.2 Cab shall be rated at no more than 93 dBa rating under full load. State rating. _____
- 4.15 Heater/ventilator- minimum 20,000 BTU required. Electric or hot water type acceptable. Shall provide a comfortable environment for the operator during winter conditions common to Winnipeg. _____
- 4.15.1 Heater/ventilator shall have defrosting capability or shall employ variable speed fans to keep windows clear. _____
- 4.16 Lighting- cab shall be equipped with front and rear, switched, work lights. _____
- 4.17 Seat- fully adjustable, suspension type, c/w heavy duty vinyl covering and retractable seat belt. _____
- 4.18 The Forklift shall be capable of passing under an eight (8) foot, overhead doorway. _____
- 4.19 Back-up alarm- required. Type as recommended by OEM. State. _____
- 4.20 Steering- shall be steering wheel type, c/w tilt and hydrostatic power steering. _____
- 4.21 The Forklift shall come equipped with the following Standard Instrumentation which shall include but not limited to:
- a) Hour meter _____
 - b) Fuel gauge _____
 - c) Water temperature gauge _____
 - d) Oil temperature indicator _____
 - e) Audible alarms _____
- 4.22 The Forklift shall come equipped with a quick attach type, hydraulically operated barrel clamp capable of handling up to a minimum forty five (45) gallon drum. _____

4.23 Ground clearance- shall be sufficient so that the equipment can go from an inside environment, to a year-round outside environment in weather conditions common to the City of Winnipeg.

5.0 PERFORMANCE RELIABILITY

5.1 The responsibility shall rest upon the Contractor to assure the City that the manufacturer will be responsible for the design of the complete equipment, it's performance and reliability.

6.0 MANUALS or CDs (preferred)

6.1 The following manuals/CDs shall be supplied at the time of delivery of the equipment:

6.2 Operator's manual/CDs – two (2) required.

6.3 Parts and service manuals/CDs, including preventative maintenance schedules for the life of the unit– two (2) required.

7.0 PARTS/PARTS AVAILABILITY

7.1 The Contractor shall have an established dealer/representative located within 10 km of the boundaries of the City of Winnipeg.

7.2 The Contractors Winnipeg dealer/representative shall stock parts required for regular servicing, as outlined in the manufacturers service and maintenance manual.

7.2.1 The Contractor shall be responsible to ensure that regular servicing parts are made available to the City of Winnipeg within a 24 hour period.

7.2.2 In order to assure minimum down time of the equipment, the Contractor shall maintain a stock of all replacement parts in North America, either in his/her own inventory or in that of an agency that normally supplies parts to the Contractor. Parts, shall be made available to the City by the Contractor within seventy two (72) hours from the date of notification. The City reserves the right to reject any bid where in the opinion of the Contract Administrator, past experience has displayed an unsatisfactory delivery of replacement parts.

7.3 All warranty items brought to the attention of the Contractor by the City shall be rectified expediently. The City reserves the right to effect warranty repairs to the equipment, at full cost to the Contractor, should the Contractor fail to perform the work within four (4) working days.

7.4 In the case where the Bidder proposes that warranty work be performed by the City of Winnipeg Repair Facility, any work performed by the City of Winnipeg shall be charged to the Contractor at the Facility's shop rate in effect at the time the work is performed (for example, shop rate for 2004, \$65.00/hour).

8.0 LITERATURE

8.1 Bidders shall submit current descriptive, detailed literature with two (2) business days of a request by the Contract Administrator.

9.0 DELIVERY

- 9.1 The equipment shall be delivered freight pre-paid, F.O.B., 195 Tecumseh Street, Winnipeg, Manitoba, serviced and ready for operation, **within 30 Calendar days or sooner from the date of notification of the award.** The Contract Administrator shall be notified within two (2) business days at (204) 986-5328, prior to delivery. _____

SPECIFICATIONS

1. GENERAL

1.1 These Specifications shall be applicable to the Work and shall take precedence over the Terms and Conditions.

2. DEFINITIONS

2.1 When used in this Request for Quotation:

- (a) "**Business Day**" means any Calendar Day, other than a Saturday, Sunday, or a Statutory or Civic Holiday;
- (b) "**Buyer**" means the person authorized to represent the City in respect of the Request for Quotation;
- (c) "**Calendar Day**" means the period from one midnight to the following midnight;
- (d) "**Contract**" means the combined documents consisting of the Request of Quotation package and any documents and drawings referred to and incorporated therein together with any submissions required to be made by the Contractor after award, and all amendments to the foregoing;
- (e) "**Contract Administrator**" means the person authorized to represent the City in respect of the Contract and is identified at the time of award of the Contract;
- (f) "**Contractor**" means the person undertaking the performance of the Work under the terms of the Contract;
- (g) "**Work**" means the carrying out and the doing of all things, whether of a temporary or permanent nature, that are to be done by the Contractor pursuant to the Contract and, without limiting the generality of the foregoing, includes the furnishing of all equipment, facilities, material, labour and services necessary for or incidental to the fulfilment of the requirements of the Contract.

2.2 Further to 2.1(b), the Buyer is:

Coleen Groening
Contracts Officer
The City of Winnipeg
Corporate Finance Department
Materials Management Division
Main Floor, 185 King Street
Wpg., MB R3B 1J1

Ph: 204-986-2491

3. GOODS

3.1 The Contractor shall supply and deliver the Forklift in accordance with the requirements as shown in Detailed Specification 04-007 hereinafter specified.

4. DELIVERY

4.1 See Detailed Specification 04-007, section 10.0.

4.2 Goods shall be delivered between 8:00 a.m. and 4:00 p.m. on Business Days.

5. ADDENDA

5.1 The Buyer may, at any time prior to the Submission Deadline, issue addenda correcting errors, discrepancies or omissions in the Request for Quotation, or clarifying the meaning or intent of any provision therein.

5.2 The Buyer will issue each addendum to all Bidders by:

- (a) publication at the Materials Management Division's Bid Opportunities internet website at <http://www.winnipeg.ca/matmgt/bidopp.asp>.

5.3 The Bidder is responsible for ensuring that he/she has received all addenda and shall acknowledge receipt of each addendum on the Request for Quotation cover page. Failure to acknowledge receipt of an addendum may render a Bid non-responsive.

- 5.3.1 The Bidder is advised to check the Materials Management Division's Bid Opportunities internet website for addenda shortly before submitting his/her Bid.

6. BID SUBMISSION

- 6.1 The Bid Submission consists of the following components:
- (a) Request for Quotation cover page completed and signed;
 - (b) Form B: Prices; and
 - (c) Detailed Specification 04-007.
- 6.2 Bids may be submitted by:
- (a) mail, courier or personal delivery to the address shown on the Request for Quotation cover page; or
 - (b) facsimile transmission (fax) to (204) 949-1178.
- 6.2.1 The Bidder is advised that the City cannot take responsibility for the availability of the facsimile machine at any time.
- 6.2.2 Bids submitted by internet electronic mail (e-mail) will not be accepted.

7. PRICES

- 7.1 The Bidder shall state a price in Canadian funds for each item of the Work identified on Form B: Prices.

8. INVOICES

- 8.1 The Contractor shall submit invoices to the location designated on the Purchase Order.
- 8.2 Invoices must clearly indicate, as a minimum:
- (a) the City's Purchase Order (PO);
 - (b) shipping date(s);
 - (c) delivery address(s);
 - (d) description, quantity and unit price(s) of goods delivered;
 - (e) total amount payable with GST and PST, where applicable, shown as separate amounts; and
 - (f) where applicable, the Contractor's GST registration number.
- 8.3 The City will bear no responsibility for delays in approval of invoices that are improperly submitted.

9. WARRANTY

- 9.1 The Contractor warrants that the goods will be free of any and all defects or deficiencies for a period of three (3) years, 6000 hours, no deductible, from the date the equipment is put into service by the City of Winnipeg.
- 9.2 Upon notification by the Contract Administrator, the Contractor shall, at his/her sole cost and expense, remedy any defect or deficiency within a period of two (2) Business days as identified by the Contract Administrator during the warranty period and any damage that may arise or result from the defect or deficiency or as a result of the correction of same.
- 9.2.1 Goods determined to be defective within thirty (30) Calendar Days from the date of delivery of an order shall, except when otherwise authorized by the Contract Administrator, be replaced with new and unused goods at no cost to the City. If goods are supplied as an assembly, the entire assembly shall be replaced as a whole.
- 9.2.2 Goods determined to be defective after the first thirty (30) Calendar Days but within one (1) year from the date of delivery shall, except when otherwise authorized by the Contract Administrator, be repaired at no cost to the City. The Contractor may, at his/her option, replace the defective goods with new and unused goods at no cost to the City.

- 9.3 Notwithstanding 9.1 and 9.2 above, if any statute in force in the Province of Manitoba or in the jurisdiction where the goods were manufactured requires, or if the manufacturer provides, a longer warranty period or a warranty that is more extensive in its nature, then the provisions of such statute or manufacturer's warranty shall apply.

10. TRAINING

- 10.1 The Supplier shall provide at their expense, up to four (4) hours of operational and maintenance training by qualified staff for the City of Winnipeg Operational and Maintenance Personnel. The training shall be conducted in a separate or combined session/s for each group of personnel. The session/s shall be sufficient in duration and shall provide adequate familiarization and orientation on the vehicle, to the satisfaction of the Contract Administrator.
- 10.2 The training shall be conducted in Winnipeg at a location to be designated by the Contract Administrator.

11. REPEATED FAILURES

- 11.1 The term "repeated failures" three (3) times will be determined by the Contract Administrator, and used herein is defined to mean that the same component, subassembly, or assembly develops repeated defects, breakdowns and/or malfunctions rendering the apparatus inoperative, or requiring repeated shop correction, service and/or replacement during the warranty period applicable for said component, subassembly, or assembly.
- 11.2 Minor items or ordinary service adjustments are not included, or considered under the scope of "repeated failures", as well as other factors, such as operational damage due to accidents, misuse or lack of proper maintenance, service and lubrication attention by not following the manufacturer's preventative maintenance schedule.
- 11.3 Where the apparatus develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance, at no cost to the City of Winnipeg, including all incidental costs, with a reapplied, full warranty.

12. PREVENTATIVE MAINTENANCE PROGRAM

- 12.1 The Contractor shall provide full details of the Preventative Maintenance (PM) Program specific to the equipment being offered and shall include part numbers on regular maintenance items, filters, oils, belts etc.. The Preventative Maintenance Program shall be submitted within ten (10) working days from the date of notification of award of Contract.
- 12.2 All information, documents or other communications required to be submitted for the Preventative Maintenance Program shall be sent to the following address or facsimile number:
The City of Winnipeg
Fleet Management Agency
770 Ross Avenue
Winnipeg MB R3E 1C6
Attn: Mr. Gary McCallum

Facsimile No.: (204) 986-3773
- 12.3 If the PM Program has not been submitted by the Contractor to the City within ten (10) working days from the date of notification of award of Contract, the City will perform the work and acquire the information at its own expense. The costs incurred (up to and including \$500.00) will be deducted from the Contractor's final invoice.

13. EVALUATION CRITERIA

- 13.1 Award of this Contract will be based on the following evaluation criteria:
- (a) conformance of the Bid with the requirements of the RFQ and degree of compliance with specifications or acceptable deviation therefrom;
 - (b) qualifications of the Bidder pursuant to 1.10 of the Terms and Conditions
 - (c) Total Bid Price for each section

- 13.2 Further to 13.1(a), the Bidder shall, within two (2) Business Days of a request by the Buyer, provide representative samples of the goods offered.
- 13.3 Further to 13.1(b), the Bidder shall:
- (a) submit, within two (2) Business Days of a request by the Buyer, proof satisfactory to the Buyer of the qualifications of the Bidder and of any proposed subcontractor;
 - (b) provide, on the request of the Buyer, full access to any of the Bidder's equipment and facilities to confirm, to the Buyer's satisfaction, that the Bidder's equipment and facilities are adequate to perform the Work.
- 13.4 Further to 13.1(c), the Total Bid Price for each section shall be the sum of the quantities multiplied by the unit prices for each item shown on Form B: Prices for each section.
- 13.4.1 If there is any discrepancy between the Total Bid Price for each section written in figures, the Total Bid Price for each section written in words and the sum of the quantities multiplied by the unit prices for each item, the sum of the quantities multiplied by the unit prices for each item shall take precedence.
- 13.5 Further to 12.1(c), Total Bid Price for each section will be evaluated considering early payment discounts if offered.