

**FORM A: BID**  
(See B8)

1. Contract Title SUPPLY AND DELIVERY OF A MINI VAN

2. Bidder

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Usual Business Name of Bidder as it appears on Invoice (if different from above)

\_\_\_\_\_  
Street

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Email Address of Bidder

\_\_\_\_\_  
Facsimile Number

(Mailing address if different)

\_\_\_\_\_  
Street or P.O. Box

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
GST Registration Number (if applicable)

The Bidder is:

(Choose one)

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Bidder hereby authorizes the following contact person to represent the Bidder for purposes of the Bid.

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Facsimile Number

\_\_\_\_\_  
Email Address

4. Definitions

All capitalized terms used in the Contract shall have the meanings ascribed to them in the General Conditions and D3.

5. Offer The Bidder hereby offers to perform the Work in accordance with the Contract for the price(s), in Canadian funds, set out on Form B: Prices, appended hereto.

6. Commencement of the Work The Bidder agrees that no Work shall commence until he/she is in receipt of a notice of award from the Award Authority authorizing the commencement of the Work.

7. Contract The Bidder agrees that the Bid Opportunity 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.

8. Addenda 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.	Dated
_____	_____
_____	_____
_____	_____

9. Time This offer shall be open for acceptance, binding and irrevocable for a period of sixty (60) Calendar Days following the Submission Deadline.

10. Signatures The Bidder or the Bidder's authorized official or officials have signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature of Bidder or  
Bidder's Authorized Official or Officials

\_\_\_\_\_

(Print here name and official capacity of individual whose signature appears above)

\_\_\_\_\_

(Print here name and official capacity of individual whose signature appears above)

**FORM B: PRICES**  
(See B9)

SUPPLY AND DELIVERY OF A MINI VAN

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	QUANTITY	UNIT PRICE
1.	Mini Van 5200lbs. GVWR	16029	Each	1	

\_\_\_\_\_  
Name of Bidder

## FORM N: DETAILED SPECIFICATIONS 16029

### MINI VAN

#### **1.0 DESCRIPTION OF EQUIPMENT**

- 1.1 These specifications describe a Mini Van and other equipment and features as specified herein.
- 1.2 The Mini Van shall be a new 2016 model year or newer.
- 1.3 The Mini Van and all other items/components shall be the manufacturer's latest model. The equipment shall be furnished complete and ready for operation. Any parts or accessories not specifically mentioned, but which are required to complete and place the equipment and associated attachments in successful operation shall be furnished as though specifically mentioned in these specifications. The equipment and associated attachments, and all parts thereof, shall conform in strength and quality of material and workmanship, to the best standards and engineering practice of the industry.
- 1.4 It will be the responsibility of the Bidder to inform the City of any errors or omissions in these specifications, for under this Contract the Contractor shall be held responsible for the satisfactory operational function of the equipment.

#### **2.0 OTHER SPECIFICATIONS AND STANDARDS**

- 2.1 All applicable SAE standards form an integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.

- 2.2 The Mini Van shall comply with the applicable regulations:

National Safety Mark, NSM = <http://www.tc.gc.ca/eng/acts-regulations/acts-road.htm>

Manitoba Safety and Health Act, Parts 12, 22 =  
<http://web2.gov.mb.ca/laws/statutes/ccsm/w210e.php> and <http://www.gov.mb.ca/labour/safety/>

Canadian Standards Association, CSA = <http://www.csa.ca/about/Default.asp?language=english>

Under Writers of Canada, U/L = <http://www.ulc.ca/>

Society of Automotive Engineers, SAE = <http://www.sae.org/>

City of Winnipeg Lighting Visibility  
Standard=<http://winnipeg.ca/matmgt/pdfs/PublicWorksEquipLightingVisibility.pdf>.

- 2.3 It will be the responsibility of the Bidder to inform the City of any deficiencies in these specifications, for under this Contract the Contractor shall be held responsible for the design, performance, reliability and satisfactory operational function of the units.

#### **3.0 SERVICE FACILITY**

- 3.1 For the purpose of warranty repairs, the Bidder shall have an authorized service facility located within 10 km of the boundaries of the City of Winnipeg. The facility, or a portion thereof, shall be dedicated to the service and maintenance of the type equipment being offered. Further to B9.1, Bidders shall provide a description of the service facility including, but not limited to, number of qualified service staff, years of service experience, and general service capabilities within three (3) Business Days upon request of the Contract Administrator.

**4.0 MAKE & MODEL**

**4.1 SPECIFICATION AND ELIGIBLE MODEL- FORD TRANSIT CONNECT XLT WAGON OR EQUIVALENT IN ACCORDANCE TO B6. SUBSTITUTES**

**5.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS**

5.1 Each bid will be evaluated based on adherence to all terms, conditions and requirements outlined in the Bid Opportunity package.

5.2 All items in these specifications must be answered indicating compliance or non-compliance. **BIDDERS SHALL STATE "YES" FOR COMPLIANCE OR STATE DEVIATION**, or give reply where requested to do so. Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.

**5.3 EACH BIDDER IS REQUIRED TO FILL IN EVERY BLANK. FAILURE TO DO SO MAY BE USED AS A BASIS FOR REJECTION OF BID**

**6.0 FUEL**

6.1 Where applicable, all equipment must be fully fuelled upon delivery (no exceptions).

<b>7.0 SPECIFICATION</b>	<b>BIDDER TO STATE "YES" OR STATE DEVIATION</b>
7.1 GVWR: Approx. 5200lbs.	_____
7.2 Wheelbase: Approx.120 in., <b>state</b>	_____
7.3 Engine: 4-cylinder, gasoline approx. 165-178HP	_____
7.4 Block heater/Pan heater with cord through grille	_____
7.5 Coolant Extended Life Coolant, -35°C	_____
7.6 Battery: <b>state</b> CCA	_____
7.7 Transmission: Automatic	_____
7.8 Payload: 1250lbs. with flat load floor	_____
7.9 Cargo Length at floor approx. 85 in., <b>state</b>	_____
7.10 Maximum vehicle height: approx. 72 in., <b>state</b>	_____
7.11 Steering: Power	_____
7.12 Brakes: Power with ABS, traction control and stability control	_____
7.13 Wheels: Standard manufacturer's wheels, without locking nuts	_____
7.14 Tires/Wheels: Steel or aluminum wheels with All Season Tires	_____
7.15 Additional set of four (4) Winter tires and rims, <b>state size</b>	_____
7.16 Spare wheel & tire	_____
7.17 Mud Flaps: (4) mud flaps (front and rear)	_____
7.18 Mirrors: Interior rearview and dual power exterior	_____

- 7.19 Windshield wipers: Intermittent \_\_\_\_\_
- 7.20 Ignition keys: Three (3) sets \_\_\_\_\_
- 7.21 Remote keyless entry: Two (2) fobs \_\_\_\_\_
- 7.22 Air conditioning \_\_\_\_\_
- 7.23 Tilt steering \_\_\_\_\_
- 7.24 Cruise control \_\_\_\_\_
- 7.25 Door locks: Power \_\_\_\_\_
- 7.26 Windows: Power \_\_\_\_\_
- 7.27 Front seating: Two (2) front bucket seats, cloth or cloth face and vinyl back \_\_\_\_\_
- 7.28 Rear seating : 2<sup>nd</sup> row 60/40 split-fold seat only (Delete 3<sup>rd</sup> row seats) \_\_\_\_\_
- 7.29 Dual sliding side doors with windows \_\_\_\_\_
- 7.30 Rear split cargo doors 180° swing-out with windows \_\_\_\_\_
- 7.31 Fixed 3<sup>rd</sup> row glass \_\_\_\_\_
- 7.32 Rear window defroster: Electric \_\_\_\_\_
- 7.33 Radio: AM-FM with CD player \_\_\_\_\_
- 7.34 Air bags: front driver's and passenger w/curtains \_\_\_\_\_
- 7.35 12-Volt power point \_\_\_\_\_
- 7.36 Bluetooth® technology: for use with cellular phones, "hands-free" capable, voice command activated through vehicle's radio circuit \_\_\_\_\_
- 7.37 Trailer towing package: Class I hitch receiver, trailer module, 4-pin connector and trailer sway control. \_\_\_\_\_
- 7.38 Fuel tank: Fully fuelled upon delivery \_\_\_\_\_
- 7.39 Colour: Exterior White \_\_\_\_\_
- 7.40 Fire extinguisher: (5) lbs. ABC Type, **state** location \_\_\_\_\_
- 7.41 Safety shield between 2<sup>nd</sup> row seats and cargo area \_\_\_\_\_
  
- 8.0 **WARRANTY**
- 8.1 Basic vehicle: Three (3) years or 60,000 km "bumper to bumper" \_\_\_\_\_
- 8.2 Powertrain coverage: Five (5) years or 100,000 km \_\_\_\_\_
- 8.3 Corrosion rust-through - 60 months/100,000 km \_\_\_\_\_
- 8.4 Roadside assistance - 60 months/100,000 km Roadside assistance coverage with courtesy transportation included. \_\_\_\_\_
- 8.5 Warranty- (all warranty information shall be detailed and include all exclusions. The successful bidder shall provide all published warranty information upon delivery of the equipment. Bidder shall state all warranty information. \_\_\_\_\_

9.0 **DELIVERY**

9.1 Delivery Point: The complete unit shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid, including invoice and N.I.V.S. (if applicable) to the WFMA 185 Tecumseh Street, Winnipeg MB. \_\_\_\_\_

9.2 **Delivery Time: twelve to fifteen (12-15) calendar weeks** from the date of award. Equipment shall be delivered between 8:00 am and 2:00 pm on Business Days. \_\_\_\_\_

9.3 **Delivery Contact:** The Contractor shall contact the Contract Administrator prior to delivery of the equipment. \_\_\_\_\_

9.4 **P.D.I:** A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list. \_\_\_\_\_

10.0 **MANUALS**

10.1 Manuals supplied under this contract. The manuals shall cover the complete equipment including all components thereof, CD is preferred where available. \_\_\_\_\_

10.2 Operator's manual: One (1) per unit shall be supplied with the units when delivered: \_\_\_\_\_