

October 20, 2017

The Regional District of Nanaimo (RDN) is seeking responses to the following Request for Tender (RFT):

**Regional District of Nanaimo 2017 Vehicle Purchase – Request for Tender:**

**RFT No. 17-08**

This Tender is for the Proponent selection to supply **Two (2) Full-Sized, Four Door Crew Cab, Half-Ton, 4X4, Pick-up Trucks – 2017** for use at the Greater Nanaimo Pollution Control Center (GNPCC) and Recreation and Parks Departments. Copies of the Tender form may be obtained on or after **October 20, 2017** at the RDN, Administration Building, or can be downloaded from our website: [www.RDN.bc.ca](http://www.RDN.bc.ca). **Copies will be mailed upon request.**

Tenders sent by facsimile (fax) or e-mail will not be accepted.

There will be no public opening for this RFT.

Tenders are to be submitted in sealed envelopes clearly marked with:

1. **RFT number: 17-08**
2. **“RDN - Two (2) Current Year, Full-Sized, Four Door Crew Cab, Half-Ton, 4X4, Pick-up Trucks – 2017”**
3. **Name and address of the Proponent.**
4. **Closing 2:00 pm, (Pacific Time) November 10, 2017.**
5. **Address:**

Regional District of Nanaimo  
**Main Reception Desk (2<sup>nd</sup> Floor) Administration Building**  
6300 Hammond Bay Road  
Nanaimo, BC V9T 6N2

Proponents are required to respond to **all specifications** in order to be considered a valid Tender.

Tenders may be withdrawn before the deadline upon written notice (facsimiles of notice will not be accepted) to the Manager, Transit Operations at the address noted.

Alternative Tender(s) may be submitted; however, please complete a separate specification form for each alternate proposed vehicle and attach behind the primary Tender.

Tenders must remain **valid for 90 days** following the closing time and date. Tenders are irrevocable after the closing time and date.

The RDN reserves the right to reject any and all Tenders for any reason or to accept any Tender that the RDN, in its sole unrestricted discretion, deems most advantageous to itself. The lowest or any Tender may not necessarily be accepted. The Proponent acknowledges the rights of the RDN under this clause and absolutely waives any right of action against the RDN for failure of the RDN to accept its' tender whether such right of action arises in contract, negligence, bad faith or any other cause of action. The acceptance of any Tender is subject to funds being legally

available to complete this transaction and/or approval by the Board of the RDN or the officer or employee of the RDN having authority to accept the Tender. A Contract will not necessarily result from this Request for Tender ("RFT").

Unless otherwise requested in writing by the herein designated RDN employee, a proponent must not contact or communicate with any elected or appointed officer or employee of the RDN other than the designated employee in relation to the Tender prior to the award of such Tender as outlined herein. Any such communication will result in disqualification of the Tender from further consideration.

The RDN is subject to the provisions of *The Freedom of Information and Protection of Privacy Act*. As a result, while Section 21 of the *Act* does offer some protection for third party business interests, the RDN cannot guarantee that any information provided to the RDN can or will be held in confidence.

Information regarding the specifications in this solicitation may only be obtained from:

Darren Marshall  
Manager, Transit Operations  
Regional District of Nanaimo  
(250)390-6565 (tel.) or toll free in BC 1-877-607-4111

**TENDER FORM**

**TRANSPORTATION and EMERGENCY SERVICES VEHICLE PURCHASE - 2017**

The RDN has signed the Provincial Climate Action Charter. This includes a commitment to reduce greenhouse gas emissions associated with corporate operations and to purchase carbon offsets for the emissions it cannot eliminate. Integrating the most fuel efficient vehicles available into the RDN fleet is a priority.

The purpose of this Tender is to obtain Two (2) Current Year, Full-Sized, Four Door Crew Cab, Half-Ton, 4X4, Pick-up Trucks for purchase. The preferred vehicle will have a gasoline powertrain. The vehicle should be configured the same as described in the tender form to be considered.

Used vehicles will not be considered for this Tender.

For the following Tender, a brief description of the vehicle is provided. This is intended to guide responses to this Tender. The RDN requests that the cost and availability of Alternative Options be provided, if available.

**THE PRIMARY OBJECTIVES FOR THESE VEHICLE REPLACEMENTS ARE TO:**

- Obtain a vehicle that meet the service requirements of the GNPCC and Recreation and Parks;
- maximize fuel economy and minimize greenhouse gas emissions;
- obtain optimal vehicle safety;
- obtain good warranty coverage; and,
- ensure demonstrated mechanical reliability.

**VEHICLE DESCRIPTION**

**PREFERRED VEHICLE TYPE:**

Two (2), Full-Sized, Four Door Crew Cab, Half-Ton, 4X4, Pick-up Trucks – 2017.

Service vehicles within the RDN are used by Department staff within their respective areas providing onsite repairs, services, and technical inspections.

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**INSTRUCTIONS FOR MAKING A SUBMISSION:**

Proponents are to complete a separate submission for each “Primary” and “Alternative Option” vehicle quoted by completing a cover page and specification table pages as attached. This will provide the Regional District a comprehensive understanding of the proposed vehicle specifications and features. The RDN is seeking submissions for a gas vehicle that responds to the objectives outlined above.

Proponents are strongly encouraged to respond to each specification. Failure to respond to a specification may result in a lower evaluation because the RDN may not have sufficient information to make an informed comparison among the vehicle quoted.

If the quoted unit does not meet all of the specifications, then the Tender price will be increased by the cost of the changes required, as determined by the RDN. Tender responses must be complete and accurate. Each Tender specification must have either a 'YES' or 'NO' response checked off. If a specification cannot be met as a factory-supplied option, but can be provided as a dealer installed item, then it must be identified as "dealer installed" in the deviation column. If deviating from the specification, detail the nature of the deviation. Consideration will also be given to the ability of the proposed unit to meet the usage.

Suggestions to improve the quality of the unit or to reduce costs will be entertained but please quote the unit as requested, then show any changes as optional pricing. List cost of options stated in Tender separately. Some item costs may be separately identified in the Tender body. These are not options and the costs should be included in the Tender price. Costing of those items is for evaluation purposes. The Tender will include the total unit cost as noted on forms within this document.

**TENDER EVALUATION:**

Tenders will be evaluated for suitability of the vehicle for the stated purposes, i.e., how well the vehicle meets the objectives for fuel economy and reduced greenhouse gas emissions, mechanical reliability, safety and suitability for GNPCC, and Recreation and Parks Departments. In addition, the RDN may conduct a test drive and consider the ride quality including noise levels, ergonomics and the general fit and finish observed of the vehicle.

The RDN may also use independent Consumer Reports and similar information to assist in its evaluation of overall value for money.

It should also be noted that the RDN has met, or had discussions, with other vehicle Proponents in the past few months to develop a concept and guide for this Request for Tender. While these meetings have been helpful, they were intended for research purposes only.

**ENQUIRES:**

Questions are to be submitted in writing within two (2) business days of the closing date, quoting the RFT name and number and send to email: [dmarshall@rdn.bc.ca](mailto:dmarshall@rdn.bc.ca)

Any questions after November 7, 2017 will not be replied to.

**ADDENDA:**

To receive addenda’s Proponents are required to submit their email addresses and send to email: [dmarshall@rdn.bc.ca](mailto:dmarshall@rdn.bc.ca)

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**APPENDIX A – QUOTED PRICE**

**PROPOSERS ARE TO COMPLETE THIS PAGE AND  
ATTACH IT TO THE FRONT OF THEIR TENDER**

The undersigned Proponent, having carefully read and examined the Instructions to Proponents, Tender Forms, Schedule of Prices, and having full knowledge of the vehicle required, does hereby offer to provide a vehicle in strict accordance with the RFT and to do all therein called for on the terms and conditions and under the provisions therein set forth at the:

TOTAL TENDER PRICE (figure, including all applicable taxes) \$\_\_\_\_\_ (from page 6)

The above price includes and covers duties, taxes, handling and transportation charges, and all other charges incidental to and forming part of this Tender. The Proponent shall be responsible for Customs clearance and payment of any duties and/or taxes owing at time of importation into Canada, as applicable.

Please confirm **best delivery date**, if the RDN ordered by \_\_\_\_\_ (date), and indicate number of calendar days \_\_\_\_\_ (for delivery), after receipt of an authorized purchase order from the RDN.

Name of Proponent: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Name, Signature, and Title of  
Signing Officer: \_\_\_\_\_

Date: \_\_\_\_\_

E-mail: \_\_\_\_\_

In no case shall the RDN be liable for damages to any Proponent as a result of any breach or breaches by the RDN or of any term or terms of any contract, which is formed between the Proponent and the RDN as a result of the submission of a Bid in response to this Tender.

I, the Proponent, namely; \_\_\_\_\_ has read the preceding limitation of damages clause and agrees that the RDN liability is limited as set out in that clause.

Date: \_\_\_\_\_

Name of Proponent Signing Officer: \_\_\_\_\_

Signature of Proponent Signing Officer: \_\_\_\_\_

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**APPENDIX B – SCHEDULE OF PRICES**

The RDN shall pay in lawful money of Canada the amount shown for the following items subject to the conditions of this document.

PRICE FOR SERVICE TRUCK (all minimum requirements met): **Y / N**

DESCRIPTION	PRICE
To supply and deliver Two (2) Current Year, Full-Sized, Four Door Crew Cab, Half-Ton, 4X4, Pick-up Truck	\$
5% GST	\$
7% PST	\$
Environmental Taxes & Levies	\$
<b>TOTAL TENDER PRICE (figure, including all applicable taxes)</b>	<b>\$</b>

**TOTAL TENDER PRICE INCLUSIVE OF GST/PST (in words)**

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents.

Manufacturer/Make/Model/Year of Vehicle: \_\_\_\_\_

Truck shall be delivered F.O.B. (freight pre-paid) to the Regional District of Nanaimo, 6300 Hammond Bay Road, Nanaimo, BC V9T 6N2.

Initials of Signing Officer \_\_\_\_\_

\_\_\_\_\_  
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**APPENDIX C – MINIMUM SPECIFICATIONS**

**THIS APPENDIX MUST BE INCLUDED IN TENDER SUBMISSION**

**GREATER NANAIMO POLLUTION CONTROL CENTRE / RECREATION AND PARKS**

**Two (2) Current Model/Year Full-Sized, Four Door Crew Cab, Half-Ton, 4X4, Pick-up Truck - 2017**

Bidders are to acknowledge each requirement and provide additional information regarding items quoted.

ITEM 1	MANUFACTURER	YEAR	MAKE	MODEL
Pick-up Truck		2017		

ITEM 1	MINIMUM SPECIFICATIONS	YES	NO	ALTERNATIVE
<b>1.0</b>	<b>CAB/BODY</b>			
1.1	Full-sized truck four door, quad cab			
1.2	Painted or chrome front bumper, state type in the Alternative Column			
1.3	Painted or chrome rear step bumper, state type in the Alternative Column			
1.4	Running boards, state type in the Alternative Column			
1.5	Tinted glass on both rear side and back windows			
1.6	Bucket seats			
1.7	Inside rear view mirror, outside foldaway heated, power mirrors			
1.8	Trailer tow package (includes transmission cooler)			
1.9	Flip up rear seats (60/40 split)			
1.10	Class III tow bar			
1.11	7-contact trailer plug			
1.12	Medium duty mud flaps			
1.13	Fog lamps			
1.14	Box liner			
1.15	In dash GPS and back-up camera			
1.16	Electrical Inverter, state wattage in the Alternative Column			
1.17	Vinyl flooring and rubber mats front and back			
<b>2.0</b>	<b>FRAME/GVWR</b>			
2.1	Half-ton suspension			

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2.2	Short box (6')			
<b>3.0</b>	<b>BRAKES</b>			
3.1	Power brakes, anti-lock system			
<b>4.0</b>	<b>DRIVING AXLES/REAR SUSPENSION</b>			
4.1	Four-wheel drive			
4.2	Anti-slip rear differential			
4.3	Independent rear suspension or solid axle, state rear suspension type in the Alternative Column			
<b>5.0</b>	<b>FRONT AXLE/SUSPENSION</b>			
5.1	Independent front suspension or solid axle, state front suspension type in the Alternative Column, independent suspension preferred)			
<b>6.0</b>	<b>ENGINE</b>			
6.1	V-6 engine, state size and HP in the Alternative Column			
<b>7.0</b>	<b>FUEL SYSTEM</b>			
7.1	Electronic fuel injection (gasoline)			
<b>8.0</b>	<b>TRANSMISSION</b>			
8.1	Multi-speed automatic, 6 to 10 speed, state type in the Alternative Column			
<b>9.</b>	<b>STEERING</b>			
9.1	Power steering			
<b>10.</b>	<b>LIGHTING, INSTRUMENTATION &amp; CONTROLS</b>			
10.1	Halogen headlamps			
10.2	Intermittent wipers			
10.3	AM-FM radio with Aux jack on front of radio			
10.4	Air conditioning			
10.5	Keyless entry with remote start, four (4) sets of keys and/or FOB/remote			
10.6	Power locks and windows			
10.7	In dash GPS and back-up camera			
<b>11.0</b>	<b>WHEELS AND TIRES</b>			
11.0	17" or 18" steel rims, state type in the Alternative Column			
11.1	Nokian Rotiiva AT Plus (M+S or Mountain/Snowflake required)			
11.2	Nokian Rotiiva AT Plus full-sized spare rim and tire (M+S or Mountain/Snowflake required)			



<b>12.</b>	<b>COLOUR</b>			
12.1	White			
<b>13.</b>	<b>WARRANTY REQUIREMENTS</b>			
13.1	Minimum two (2) year/ 3000 hour warranty			
13.2	State Term _____			
<b>15.0</b>	<b>OPTIONS PRICED SEPARATELY</b>			
15.1	Maintenance packages available 3 to 6 years and provide costs			
14.2	Spray in box liner			
<b>ADDITIONAL INFORMATION:</b>				

**AVAILABILITY**

Please confirm **best delivery date**, if ordered by the RDN by \_\_\_\_\_ (date), and indicate number of calendar days \_\_\_\_\_ (for delivery), after receipt of an authorized purchase order from the RDN.

AUTHORIZED BY: \_\_\_\_\_

\_\_\_\_\_  
 (Signature of Proponent Signing Officer)

\_\_\_\_\_  
 (Date)

\_\_\_\_\_  
 (Capacity of Signing Officer)

\_\_\_\_\_  
 (Address of Proponent)

**—END OF GNPCC and RECREATION AND PARKS TENDER SUBMISSION—**

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