



Tire Rack Dollies – 10 Light Duty & 10 Heavy Duty/ Department of Transportation, Infrastructure & Energy

1. Check for changes to this request

Before submitting this proposal, visit the Procurement website www.princeedwardisland.ca/en/tenders to see if any Addenda detailing changes have been issued on this tender. Changes may be posted up until the tender closing time. It is your responsibility to acknowledge and take into account **ALL ADDENDA**.

2. Give your business information (please print)

Name of Company: _____
(If you are not a registered company, give your name)

Street Address: _____

City: _____ Province: _____

Postal Code: _____ Email Address: _____

Mailing Address (if different): _____

Phone Number: _____ Fax Number: _____

HST/GST Registration Number (BN): _____ (leave blank if NOT applicable)

3. Review the following documents, which will form part of your proposal

All documents can be found on the Procurement Services website at www.princeedwardisland.ca/en/tenders.

- Atlantic Standard Terms and Conditions
-

4. Additional Information

- Prices are to be in Canadian Funds.
- Price to include: Freight & Delivery.
- It is the intention of the Province to award the item(s) listed in this tender to one (1) vendor.
- The results of this tender shall be open to all Government Departments, Crown Corporations, Agencies, Boards and Commissions including the Broader Public Sector as described in the Atlantic Standard Terms and Conditions (MASH Sector).
<http://www.atlanticsuppliers.ca/acts-regulations/atlantic-provinces-standard-terms-and-conditions-goods-and-services/>
- Vendors are advised that all documents forming part of the RFSO process, including all submitted proposals, are subject to the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, Cap. F-15.01 ("FOIPP"). A copy of FOIPP is available at:
<https://www.princeedwardisland.ca/en/legislation/all/all/a>

5. Give your delivery and payment terms

Delivery Required by:		Goods will be delivered by:	
Delivery Location:			
FOB:	Destination <input type="checkbox"/>	Other <input type="checkbox"/>	(Please Specify) _____
Payment Terms:	Net 30 <input type="checkbox"/>	Other <input type="checkbox"/>	(Please Specify) _____

6. Acknowledge receipt of addenda (if any)

ADDENDUM	SIGNATURE
Addendum #1	
Addendum #2	
Addendum #3	

Were there more than three addenda for this proposal? YES NO

Indicate the number of additional addenda you have received.

Please sign indicating that you acknowledge the additional addenda noted above _____

7. Sign your Proposal

I confirm that the information I provided on this proposal is complete and accurate and that I am authorized to sign on behalf of the company.

Name (please print): _____ Position or Title: _____

Signature: _____ Date: _____

8. Submit Proposal To:

PROCUREMENT SERVICES

95 Rochford Street
2nd Floor South, Shaw Building, Room 27
Charlottetown, PE, C1A 7N8
Telephone: (902)368-4040
Fax: (902)368-5171

When submitting your bid to the above address, please ensure your company name and tender number are clearly marked on the outside of the envelope.

Acceptable methods to submit your bid; courier, mail, hand deliver and fax.

E-mail submissions are not accepted.

9. CONTACT INFORMATION

About the good or service:

Name: Wilf MacDonald
Phone: 902-314-0611
E-mail: wjmacdonald@gov.pe.ca

About the procurement process:

Procurement Officer: Mark Kays
Phone: 902-368-4764
E-mail: mjkays@gov.pe.ca

APPENDIX A:

TENDER SPECIFICATIONS:

Bid Specification for Tire Rack Dollies – 10 Light Duty & 10 Heavy Duty

Prince Edward Island Department of Transportation, Infrastructure & Energy
Mechanical Branch

Introduction:

This tender is for the purchase of 10 Light Duty and 10 Heavy Duty Tire Rack Dollies, with option to purchase additional dollies up to 12 months after the award date. The Department's decision to purchase will be based on best value as determined by the Department.

Requirements & Bid Evaluation:

Award will be based upon the compliance to the tender, the lowest total bid price and earliest guaranteed delivery date.

If an unknown or unproven make/model is submitted as lowest bid, an evaluation will be done of a current production vehicle the same as the tendered. If evaluated and deemed suitable, the bidder or manufacturer will, if requested, provide a demonstration at a location agreed on by the Department, any special travel costs incurred by the Department may be considered as part of the total bid price.

General:

The Department reserves the right to decide which manufacturer offers the best value to the Department in terms of key specification areas, and lowest price. This document shall be properly completed and must be returned with all tenders. Lowest or any tender not necessarily accepted.

The Department will review competitive pricing and earliest guaranteed delivery date meeting all the general specifications requirements.

The results of this tender may or may not be used for additional purchases for twelve months from time of award.

Upon delivery and training of operators and technicians, the dollies will be inspected for compliance to specifications description. Any deficiencies shall be required to be corrected at the bidder's expense before payment for that particular unit is approved or an appropriate credit adjustment is agreed upon.

A response must be stated for each item and where requested an actual value, a blank response will be deemed as meaning "no". Any response with a "no" or a blank may result in the bid being rejected, unless the specifications requested can be provided with an equivalent or better option.

Delivery:

The dollies must be delivered to the Department of Transportation, Infrastructure & Energy, Charlottetown Mechanical Branch on or before specified delivery date vendor submitted on tender document.

Delay in Delivery:

The Bidder's attention is drawn to the delivery deadline date. Any delays beyond this time will be considered a lack of performance by the Vendor and a failure to provide the tendered equipment. A penalty of \$100.00 per calendar day per unit may be assessed against the Vendor until delivery is completed. Please note that no vendor will be penalized for late delivery as a result of circumstances beyond their control.

Documentation must be provided as proof of reason for late delivery. In the event the Department agrees to an extension of the delivery date, no penalty will be assessed.

Product Acceptance:

The dollies must be properly pre-delivery serviced to ensure they are ready for use. Dealer will perform necessary inspection.

Service Manual:

Dealer is to provide one (1) electronic or on hard copy of parts and service manual procedures per vehicle.

Warranty:

All warranty work and claims shall include shipping, parts delivery charges, all shipments and travel, will be at the expense of the supplier.

Specification: Tire Rack Dollies – 10 Light Duty & 10 Heavy Duty
Date Revised: May 13, 2019
Number Required: 10 Light Duty & 10 Heavy Duty

Note: This sheet is to be completed in detail and returned with bid.

	<u>Specific</u>	<u>Description</u>	<u>Yes / No / Details</u>
1	Tire Rack Dolly	Tire rack dolly for movement of tire racks in warehouse	
2	Must fit Martins Industries Tire Racks.	See attached drawing	
3	Swivel casters	6" wide. Specify.	
4	Locking mechanism	Must have locking mechanism in all casters	
5	Square tubing	1 1/2 - 2". Specify.	
6	Carrying weight capability	Dollies must be capable of handling 1200 – 1400 kilograms. Specify carrying weight.	
7	10 Light Duty Dollies	Used For Automotive Tires on rims	
8	10 Heavy Duty Dollies	Used For Heavy Truck Tires on rims	
9	Safety labels	Safety, weight ratings and restrictions labels must be included	
10	Rack Design	Racks must be engineered and designed for movement and storage of tires	
11	Colour	Orange and Black. Specify.	
	<u>General</u>		
12	Warranty	Provide warranty schedule with tender. Attach warranty terms & conditions. Bidder responsible for all parts, service, labour, while under warranty.	
13	Manuals	Dealer to provide one electronic copy of parts and service procedures per vehicle.	
14	FOB	Price to be FOB Mechanical Branch, 64 Park St, Charlottetown PE C1A 5G7.	
15	Compliance	Must conform to Federal & Provincial Regulations.	
16	Delivery Date	Please state guaranteed delivery date.	
17	Minimum Performance Standard	The minimum performance standard is considered critical and will be viewed as such when evaluating tenders. Government reserves the right to reject any tender not meeting in whole or in part these specifications and requirements. Lowest or any tender not necessarily accepted.	
18	Disclaimer	Lowest or any tender not necessarily accepted.	
19	Contact	Wilf MacDonald – (902) 314-0611.	

<u>Specific</u>	<u>Description</u>	<u>Yes / No / Details</u>
-----------------	--------------------	---------------------------

PLEASE QUOTE IN THE FOLLOWING MANNER:

LIGHT DUTY DOLLY

BID COMPANY NAME	
YEAR	
MAKE	
MODEL	
NET PRICE EACH (WITHOUT TAXES)	\$
BIDDER'S NAME (PRINT)	
DATE	
SIGNATURE	

HEAVY DUTY DOLLY

BID COMPANY NAME	
YEAR	
MAKE	
MODEL	
NET PRICE EACH (WITHOUT TAXES)	\$
BIDDER'S NAME (PRINT)	
DATE	
SIGNATURE	

EXTENDED WARRANTY

TERMS & CONDITIONS	PRICE