



Finance and  
Municipal Affairs  
Procurement Services  
Office of the Comptroller

PO Box 2000  
Charlottetown, PE  
C1A 7N8

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[www.gov.pe.ca](http://www.gov.pe.ca)

Quotation No.	4601	Revision	Page 1
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Ship to:

See Below

This Is Not an Order - Inquiry Only  
**Request for Quotation**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

Vendor

\_\_\_\_\_

CA

Quotation May Be Split  
Between Two or More Vendors

Customer Acc. No.	Vendor No. 10335	Date of Request/Buyer 27-FEB-17	Revised Date/Buyer 27-FEB-17 L RICHARD
Payment Terms		Ship via	F.O.B. Destination
Freight Terms		Quote via	Confirm to/Telephone
Quote No Later than 10-MAR-17		Closing Bid Date 10-MAR-17	Quote Information Valid

ITEM	PART NUMBER/DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	PST
1	Ultrasonic Musical Instrument Cleaner- Public Schools Board  Contact Person: Blake Crockett Phone: 902-368-6815 Email: bocrockett@edu.pe.ca  Vendors are required to sign, price, and extend and total the RFQ Document	1.00	Lot			

Mail to: Procurement Services  
P.O. Box 2000  
Charlottetown, PE  
C1A 7N8

Deliver To: Procurement Services  
Shaw Building  
Room 27, Second Floor  
105 Rochford Street  
Charlottetown, PE

Quotation to Be Returned  
by 12:00 Noon  
on Closing Date

**Total**

Vendor Signature

Date

*Mark Kaye Forster Richard*  
Procurement Services

## **Public Schools Branch**

### **Ultrasonic Musical Instrument Cleaning Machine Tender**

#### **Introduction:**

The Public Schools Branch is requesting bids/quotes for tender for an Ultrasonic Musical Instrument Cleaning Machine for their Music Department

#### **Requirements & Bid Evaluation:**

Awards will be based upon the compliance to the tender and/or closest tender brand, model and specification. The brands, models and specifications listed are specific and represent what is required. Quotes on deemed alternatives must include specifications, product names, warranty information, etc. The Public Schools Branch, will make the final decision on whether a quote on an alternative is adequate (regardless of lowest price).

See attached spreadsheet for brand/specifications requested.

#### **General:**

The Public Schools Branch reserves the right to decide which manufacturer offers the best value in terms of key specification areas and lowest price. Lowest or any tender not necessarily accepted.

#### **Bid Submission:**

Bids must be submitted to Procurement Services, not the Public Schools Branch. Submission instructions are available on the tender page.

#### **Delivery:**

Delivery of the product must be completed by March 31, 2017

#### **Warranty:**

The bidder will include all information on warranty associated with the tendered equipment.

Product Specification Sheet  
Ultrasonic Musical Instrument Cleaner

Include any warranty information for each product tendered.  
Include specification sheet for each product tendered.

Brands/models listed are specific and represent what is required. Quotes on deemed alternatives must include specifications, product names, warranty information, etc. The Public Schools Branch will make the final decision on whether a quote on an alternative is adequate (regardless of lowest price).

Prices must include FOB shipping .  
Delivery date: March 31, 2017

All bids for tender will be evaluated and awarded based on Public Schools Branch.

Lowest or any bid not necessarily awarded.

Product	Number required	Brand/Model Tendered	Per Unit Quoted Price
Ultrasonic Musical Instrument Cleaning System - 39 Gallon Musical Instrument Cleaning System	1		

Specifications	Tendered Product Meets Specification	Description if Does Not Meet Specification (Music Include Spec Sheet)
Ultrasonic Power Corporation Basic Model 3218 39 Gallon Music "Tenor" - Musical Instrument Ultrasonic Cleaning System Brand		
CSA Approved Product		
Minimum of Five Year Warranty on the Product		
Includes 1 Basket, 17" x 30", stainless steel, #3 mesh.		
Includes 2 - UP 132 - B Detergent concentrate, 4 gallons (one case) which makes up to 170 Gallons		



## REQUEST FOR QUOTATION

**Tender Number: 4601**

**Closing Date: Mar 10, 2017**

**Closing Time: 12:00PM**

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### 1. Check for changes to this request

Before submitting this proposal, visit the Procurement website [www.gov.pe.ca/tenders](http://www.gov.pe.ca/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. Follow any special instructions

The full RFQ document is attached to this PDF.

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

(All documents can be found on the Procurement Services website at <http://www.gov.pe.ca/tenders>)

- Atlantic Standard Terms and Conditions
- Applicable Trade Agreements

### 5. Fill in your unit price, extended price and total price for all items

Quote prices in Canadian dollars, before taxes

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## 6. Give your delivery and payment terms

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

## 7. Acknowledge receipt of addenda (if any)

ADDENDUM	SIGNATURE
Addendum #1	
Addendum #2	
Addendum #3	

Were there more than 3 addenda for this proposal? YES NO

Indicate the number of additional Addendums you have received.

Please sign indicating that you acknowledge the additional addenda noted above

\_\_\_\_\_

## 8. 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: \_\_\_\_\_

## 9. Submit Proposal To:

### PROCUREMENT SERVICES

95 Rochford Street  
2<sup>nd</sup> Floor South, Shaw Building, Room 234  
PO Box 2000, Charlottetown, PE, C1A 7N8  
Telephone: (902)368-4040

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