



Department of Finance
Procurement Services

**REQUEST FOR STANDING
OFFER**

Tender Number: 5393

Closing Date: 03-Dec-2019

Closing Time: 12:00PM

Atlantic Time

Winter Apparel/Department of Transportation, Infrastructure and 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**
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4. Additional Information

- Prices are to be in Canadian Funds.
- Price to include: Freight & Delivery.
- **This tender is for a 1 year standing offer with an option for an additional 12 months.**
- The quantities listed in the tender document are estimates only, actual quantities over the span of the standing offer may be more or less. The Province of PEI reserves the right to purchase more or lesser amounts depending on requirements. Products to be delivered are on an “as and when required basis” for the standing offer period indicated in this document unless otherwise stated. This applies to the tendering department as well as any other Government Department, Crown Corporation, Agency, Board and Commission including the Broader Public Sector as described in the Atlantic Standard Terms and Conditions (MASH Sector).
- 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:	Government Garage, Mechanical Branch, 64 Park Street, Charlottetown, PE, C1A 5G7 or any other Government department as required as well as the MASH sector within the boundaries of PEI.		
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: Brandie Harris
Phone: 902-368-4736
E-mail: brharris@gov.pe.ca

About the procurement process:

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

**10. Fill in your unit price, extended price, and total price of all items
Quote prices in Canadian dollars, before taxes. Quantities are estimates only,
actual quantities may be more or less depending on requirements.**

Line	Quantity	Description	Unit Price	Extended Price	Item Number
1	3	Parka, Black, Small			
2	4	Parka, Black, Medium			
3	6	Parka, Black, Large			
4	8	Parka, Black, XL			
5	4	Parka, Black, 2XL			
6	2	Parka, Black, 3XL			
7	1	Parka, Black, 4XL			
8	1	Parka, Black, 5XL			
9	1	Parka, Orange, Small			
10	1	Parka, Orange, Med			
11	5	Parka, Orange, Large			
12	8	Parka, Orange, XL			
13	2	Parka, Orange, 2XL			
14	1	Parka, Orange, 3XL			
15	1	Parka, Orange, 4XL			
16	1	Parka, Orange, 5XL			
17	1	Bib Pant, Black, Small			
18	8	Bib Pant, Black, Med			
19	8	Bib Pant, Black, Large			
20	15	Bib Pant, Black, XL			
21	2	Bib Pant, Black, 2XL			
22	4	Bib Pant, Black, 3XL			
23	1	Bib Pant, Black, 4XL			
24	1	Bib Pant, Black, 5XL			
			Total		

Please note – The initial Purchase Order will approximately be for the estimated quantities in the table above. Actual quantities for the initial order could be more or less than the stated quantities. The initial Purchase Order will be forwarded as soon as the tender is awarded for immediate delivery. Subsequent Purchase Orders may be issued over the life of the standing offer period. The awarded vendor is expected to keep sufficient stock on hand to avoid lengthy delivery schedules.

**APPENDIX A:
TENDER SPECIFICATIONS:**

Hi-Viz 100% Waterproof 6-In-1 Parka

- 300 denier PU coated oxford polyester
- Inner and outer jackets CSA Z96-15 Class 2 Level 2 (as long as sleeves are not zipped off, becomes Class 3 when worn with hi-viz pant featuring reflective leg bands) and ANSI/ISEA 107-15 Class 3 Type P and R
- Inner and outer jackets CSA Z96-15 Class 1 Level 2 and ANSI/ISEA 107-15 Class 1 Type O
- Double-stitched StarTech™ reflective tape
- 100% waterproof and windproof
- Sizes: XS-5XL
- Black and Hi-vis Orange

OUTER JACKET FEATURES:

- Quilted lining
- Adjustable hood folds into collar
- 2 large front cargo pockets
- 2 inner pockets
- Full front zipper with snap storm placket
- 7" side zippers for greater mobility
- Storm cuffs

INNER JACKET FEATURES:

- Quilted lining
 - Detachable sleeves
 - Comfort collar
 - 2 large front cargo pockets
 - 2 inner pockets
 - Drawstring waist with toggles
 - Reversible to black
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Hi-Viz 100% Waterproof Quilted Bib Pant

- 300 denier PU coated oxford polyester with 5.3 oz (180 GSM) warm quilted polyester lining
- CSA Z96-15 Class 2 Level 2 (becomes Class 3 when worn with CSA Class 2 Level 2 top featuring reflective arm bands) and ANSI/ISEA 107-15 Class E Supplemental Type
- CSA Z96-15 Class 3 Level 2 when worn with Class 2 Level 2 top featuring reflective arm bands, and ANSI/ISEA 107-15 Class E Supplemental Type
- Double-stitched StarTech™ reflective tape
- 100% waterproof and windproof
- 20" boot access 2-way leg zippers with snap storm covers
- Double-stitched, taped and heat sealed seams
- 2-way zipper with brass snap storm placket
- Premium adjustable elastic suspenders with quick-release clips
- Elastic waist
- 2 front slash cargo pockets
- Sealed inside chest pocket with pen slot
- Outside chest pocket with flap
- Sizes: S-5XL
- Black

For the items/brand you bid on, please provide a set of specifications with your bid submission.
