



**REGIONAL DISTRICT
of Fraser-Fort George**

**INVITATION TO QUOTE
CS-20-10**

**SUPPLY OF FORESTRY WILDLAND
FIRE FIGHTING PORTABLE FIRE PUMPS AND ACCESSORIES**

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INVITATION TO QUOTE

The Regional District of Fraser-Fort George (the “Regional District”) invites written Quotations from qualified Bidders to provide Forestry Wildland Fire Fighting Portable Fire Pumps and Accessories for the Regional Districts’ Volunteer Fire Departments, located in the Prince George BC and surrounding area.

Invitation to Quote documents may be obtained on or after Thursday, June 11, 2020:

- a) In a PDF (public document format) file format from the Regional District's website www.rdffg.bc.ca;
- b) On the BCBid® website at www.bcbid.gov.bc.ca.

All subsequent information regarding this ITQ, including amendments, addenda and answers to questions will also be available as above.

It is the sole responsibility of the Bidder to ascertain that they have received a full set of the ITQ documents, amendments and/or addenda. Upon submission of their Quotation, the Bidder will be deemed conclusively to have been in possession of a full set of the ITQ documents.

All questions relating to this project must be submitted by email to the Project Manager:

Bonnie Seitz, Community Services/Public Safety Assistant
Regional District of Fraser-Fort George
155 George Street, Prince George BC V2L 1P8
Email: bseitz@rdffg.bc.ca

ITQ Schedule:

- | | |
|--|-------------------------------------|
| • <u>Release Date:</u> | <u>Thursday, June 11, 2020</u> |
| • <u>Deadline for Inquiries: 4:00pm PST:</u> | <u>Monday June 22, 2020</u> |
| • <u>ITQ Closing: 2:00pm PST:</u> | <u>Thursday July 2, 2020</u> |
| • <u>Award Date</u> | <u>Thursday July 16, 2020</u> |

Quotation Submissions

Sealed Quotations will be received by the General Manager of Financial Services on the 3rd floor at the Regional District of Fraser-Fort George office, 155 George Street, Prince George, BC, V2L 1P8 until 2:00 p.m. local time, Thursday July 2, 2020.

Emailed Quotations must be in a PDF format and labelled in the subject line “RDFFG ITQ CS-20-10 – Insert Bidder’s Name” and emailed to:

General Manager of Financial Services
Email – purchasing@rdffg.bc.ca

For closing purposes, the official time of receipt of Quotation submission is determined by the time of receipt of the email.

The Regional District will not accept or consider Quotations transmitted by facsimile or delivered to an email address other than the address identified.

The responsibility for submitting a response to this Invitation to Quote to the correct email address on or before the closing date and time, will be solely and strictly the responsibility of the Bidder.

Qualified Bidders must complete and submit pages 5 through 7 and 9 through 10, including the Equipment and Pricing List, Schedule of Prices – Quoted Price, Goods and Services Tax Information, and Conflict of Interest Disclosure Statement. Submissions received after the stated closing date and time will be disqualified and not considered by the Regional District. Each amendment and addenda must be signed by the Bidder and be included with their quotation submission.

Bidders submitting in hard copy will complete and submit three (3) copies of their Quotation. Each copy must be complete and unabridged and must not refer to any other copy for additional information, clarification, or details.

One of the three (3) copies, the original (containing original signatures), is to be clearly identified as the original Quotation. In the event of discrepancy between the original submission and the remaining two (2) paper copies, the original document will prevail. Should it be in question which submitted version is to be taken as the original, the Regional District's determination will be final and binding on all parties.

Quoted prices must remain in effect for thirty (30) days after the closing date and time. Quotations will be evaluated on the Quoted price and Bidder's experience. The Regional District reserves the right to reject any and all Quotes; the lowest price will not necessarily be accepted.

All applicable taxes will be shown separately. The successful Bidder will be required to itemize taxes on all invoices submitted to the Regional District.

The following information **must be written on the outside of the sealed envelope containing the Quoted submission, as well as on the outside of the courier envelope (if sending by courier):**

Attention: General Manager of Financial Services
Regional District of Fraser-Fort George
3rd Floor, 155 George Street
Prince George BC V2L 1P8

Invitation to Quote CS-20-10
Supply of Forestry Wildland Fire Fighting Portable Fire Pumps and Accessories

Responding Bidder's name and address.

To be considered, the Quotation must contain the original signature of an authorized signatory of the Bidder. By signing the Quotation, the Bidder is bound to statements made in response to this. Any Quotation received by the Regional District that is unsigned will be rejected.

Quotations not submitted in strict accordance with these instructions or not complying with the requirements in this ITQ may be rejected.

The Regional District will not be responsible for any costs incurred by Bidders which result from the preparation or submission of documents pertaining to this ITQ. The accuracy and completeness of the Quotation is the Bidder's responsibility. Should errors be discovered they will be corrected by the Bidder at their expense.

Regional District's Right to Reject Quote

The Regional District reserves the right to reject any and all Quotes; the lowest will not necessarily be accepted.

The Regional District reserves the right, in its sole discretion, to waive informalities in Quotes, reject any and all Quotes, or accept the Quote deemed most favorable in the interests of the Regional District.

No Bidder shall have any claim for any compensation of any kind whatsoever as a result of participating in this Invitation to Quote.

In the event that the previous paragraph is found to be invalid by a court of competent jurisdiction, then this paragraph will apply. By submitting a Quote, a Bidder agrees that it will not claim damages in excess of an amount equivalent to the reasonable costs incurred by the Bidder in preparing its Quote for matters relating to the Agreement or in respect of the competitive process, and the Bidder, by submitting a Quote, waives any claim for loss of profits if no agreement is made with the Bidder.

If a Quote contains a defect or fails in some way to comply with the requirements of the Invitation to Quote documents, which in the sole discretion of the Regional District is not material, the Regional District may waive the defect or accept the Quote.

The Regional District reserves the discretion to reject any Quote submitted by a Bidder, where one or more of the directors, officers, principals, partners, senior management employees, shareholders or owners of that Bidder (or in the case of a Quote submitted by a Bidder who is an individual person, where that individual) is an officer, employee or director of the Regional District, or is a member of the immediate family of an officer, employee or director of the Regional District.

When submitting this Quote, the Bidder must complete a Conflict of Interest Disclosure Statement (page 10).

The Regional District reserves the right to reject any Quote submitted by a Bidder that is, or whose principals are, at the time of bidding, engaged in a lawsuit against the Regional District in relation to work similar to that being Quoted.

EQUIPMENT AND PRICING LIST

To supply Forestry Wildland Fire Fighting Portable Fire Pumps and Accessories for the Regional District's Volunteer Fire Departments. Quoted price to include delivery of equipment to Prince George BC.

Please Note: Quantity Required may change from what is written in this proposal, quantity may increase but will not decrease.

	ITEM	QUANTITY REQUIRED	COST PER ITEM	TOTAL COST BEFORE TAXES
1.	Waterax GX390 M# (STR3-13P) Ultra-Striker Pump/Honda Engine	3		
2.	Complete Wildland Pump Kits for GX390 (STR3-13P) Striker Pump. Kits to include entire inventory as listed in Appendix A. (See complete list in Appendix A)	3		
3.	10'-foot Hard Suction line for STR3-13P Striker Pump	3		
4.	Foot Valve for hard suction line for STR3-13P Striker Pump	3		
5.	Eternal fuel tanks 25 liters for STR3-13P Striker Pump	3		
6.	Honda WH-20XTC Portable Fire Pump	9		
7.	Complete Wildland Pump Kits for Honda WH-20XTC Pump. Kits to include entire inventory as listed in Appendix A. (See complete list in Appendix A)	6		
8.	10'-foot Hard Suction line for Honda WH-20XTC Pump	6		
9.	Foot Valve for hard suction line for Honda WH20XTC Pump	6		
10.	Mercedes Textiles Wickman-100 (2 stroke) Fire Pump to come without a hand primer	8		

	ITEM	QUANTITY REQUIRED	COST PER ITEM	TOTAL COST BEFORE TAXES
11.	Complete Wildland Pump Kits for Wickman 100 Pump. Kits to include entire inventory as listed in Appendix A. (See complete list in Appendix A)	8		
12.	Mercedes Textiles Wickman-375 Fire Pump with Mercury fuel connection M# 71 Wick 375A	9		
13.	Complete Wildland Pump Kits for Wickman 375 Pump. Kits to include entire inventory as listed in Appendix A. (See complete list in Appendix A)	9		
14.	Mercedes Textiles 25-liter Fuel Tank for Wick-375 Fire Pump	9		
15.	Mercedes Textiles single Mercury fuel line for Wick-375 Fire Pump	9		
16.	Mercedes Textiles dual Mercury fuel line for Wick 375 Fire Pump	9		
17.	10'-foot Hard suction line for Wick 375 Fire Pump	9		
18.	Foot valve for Wick 375 Fire Pump hard suction line	9		
<p>Delivery date preference is July 31, 2020. Latest delivery date acceptable is August 15, 2020.</p> <p>State delivery date being provided in this quote in space below:</p> <hr/>				

SCHEDULE OF PRICES – QUOTED PRICE

To provide Forestry Wildland Fire Fighting Portable Fire Pumps and Accessories for the Regional District's Volunteer Fire Departments. Quoted price to include delivery of equipment to Prince George BC.

Quote Sum

a. TOTAL Quote Sum
(taxes not included):

\$ _____

Is GST payable?

Yes

No

Authorized Signatory Signature

Name and Title (Please Print)

Date

APPENDIX A

Pump Kits for all wildland pumps to include the following items:

- 1- steel toolbox for storage of all items
 - 1-aluminum ball back check valve for the discharge side of the pump QC fittings
 - 1-spare spark plug for the pump
 - 1-spare rewind rope for pump
 - 1-roll of mesh wire screen to wrap the foot valve
 - 1-water thief 1.5" inch (QC fitting) to 3/4" inch GHT c/w shut off valve
 - 1-3/4" brass nozzle
 - 1-10' foot high pressure (450psi/3150kPa) pony hose line for tandem connection **or** the first length before the back-check valve
 - 1-1.5" inch QC nozzle (4 in 1 multi-orifice) ie. Hansen
 - 1-Collapsible priming bucket
 - 1-1.5" inch 3-way valve with shut-off valve
 - 1-mini grease gun for pump
 - 1-tool kit appropriate for pump (consult manufacturer)
 - 1-hose wrench for suction hose
 - 1-tandem adaptor 2" NPSH x 1.5" QC to run 2 pumps in series
 - 1-1.5" inch male adaptor NPSH x QC
 - 1-1.5" inch female adaptor NPSH x QC
 - 1-single fuel line for pump (excluded on the Honda WH-20XTC pump)
 - 1-dual fuel line for pump (excluded on the Honda WH-20XTC pump)
 - 1-gasket kit (spares for GHT fittings, pump, suction hose, discharge hoses)
 - 1-bag of rags
 - 1-flat head screwdriver
 - 1-multi head screwdriver
 - 1-pair of slip pliers
 - 1-roll of black electrical tape
 - 1-200mm crescent wrench
 - 1-small roll of haywire
 - 1-spark plug wrench
 - 4-sets of ear plugs
 - 4-"Out of Service" tags
 - 1-roll of blue flagging tape
 - 1-roll of red flagging tape
-

GOODS AND SERVICES TAX INFORMATION

Bidder: _____
Name

Address

City

Province

Postal Code

Phone Number

Are you a GST Registrant? Yes _____ No _____

If YES, please indicate your GST Registration Number

If NO, please fill in the following (check appropriate box):

Bidder qualifies as a small Bidder under Section 148 of the legislation

Other: Specify _____

CONFLICT OF INTEREST DISCLOSURE STATEMENT

CS-20-10 SUPPLY OF FORESTRY WILDLAND FIRE FIGHTING PORTABLE FIRE PUMPS
AND ACCESSORIES

Bidder Name: _____

The Bidder, including its officers, employees, and any person or other entity working on behalf of or in conjunction with, the Bidder on this Procurement Process:

- is free of any conflict of interest that could be perceived to improperly influence the outcome of this procurement process.
- has not, and will not, participate in any improper procurement practices that can provide the Bidder with an unfair competitive advantage including obtaining and using insider type information to prepare a solicitation offer or participating in bid rigging.
- has an actual, perceived or potential conflict of interest regarding this procurement process as a result of:

State reason(s) for Conflict of Interest:

By signing below, I certify that all statements made on this form are true and correct to the best of my knowledge.

Print Name of Person Signing Disclosure

Authorized Representative of:

Signature of Person Making Disclosure

Date Signed