



**REGIONAL DISTRICT
of Fraser-Fort George**

**REQUEST FOR PROPOSALS
CS-21-04**

**SUPPLY AND DELIVERY OF TWO (2) HALF TON,
4-WHEEL DRIVE PICKUP TRUCKS**



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1.0 PURPOSE

The Regional District of Fraser-Fort George (the "Regional District") invites proposals for the supply and delivery of two (2) new half ton, 4-wheel drive pickup trucks for use in the Robson Valley (McBride/Valemount).

The Regional District's objective is to award a contract for purchase to the successful proponent who can demonstrate the ability to deliver a high-quality product that meets the minimum specifications contained herein. A proponent will be competent and capable of supplying the product. The Regional District may request proof of ability.

2.0 REQUEST FOR PROPOSAL

2.1 Documents

Request for Proposal (RFP) documents may be obtained on, or after April 1, 2021:

- a) in a PDF (public document format) file format from the Regional District's website at www.rdffg.bc.ca;
- b) on the *BC Bid*® website at www.bcbid.gov.bc.ca;

All subsequent information regarding RFP CS-21-04, including addenda and answers to questions will also be available as above.

It is the sole responsibility of the proponent to ascertain that they have received a full set of the RFP documents and addenda. Upon submission of their proposal, the proponent will be deemed conclusively to have been in possession of a full set of the RFP CS-21-04 documents.

2.2 Closing Date and Time

Submissions to RFP CS-21-04 will be received until **2:00:00 p.m. local time on Monday, May 3, 2021**. Submissions received after the stated closing date and time will be disqualified and not considered by the Regional District. There will not be a public opening for the proposal.

2.3 Submission and Delivery Method

Submissions to RFP CS-21-04 may be delivered to the Regional District office by mail, drop off, courier or by email. Submissions by fax will NOT be accepted.

For delivery by **mail, drop off or courier** submissions must be enclosed in a sealed envelope with the following information written on the outside of the delivery envelope:

- a) Attention: General Manager of Financial Services
Regional District of Fraser-Fort George
3rd Floor 155 George Street
Prince George, BC V2L 1P8
- b) REGIONAL DISTRICT OF FRASER-FORT GEORGE
REQUEST FOR PROPOSAL CS-21-04
SUPPLY AND DELIVERY OF TWO (2) HALF TON, 4-WHEEL DRIVE PICKUP TRUCKS
- c) Responding organization's name and address.

For **email** submissions:

- a) Email the completed submission to:
General Manager of Financial Services
purchasing@rdffg.bc.ca



- b) In the email subject line put **RDDFG CS-21-04** and proponent's **Business Name**.
- c) For closing purposes, the official time of receipt of the submission is determined by the time of the receipt of the email. Submissions received by email after the closing date and time will not be accepted.
- d) The responsibility for submitting a response to this RFP to the correct email address on or before the closing date and time will be solely and strictly the responsibility of the proponent. Submissions sent to any email address other than the one identified in Section 2.3 will not be accepted.
- e) Maximum file size able to be received by the Regional District is 35 MB.

To be considered, proposals must be signed by an authorized signatory. By signing the proposal, the proponent is bound to the statements made in response to this RFP. Any proposal submission received by the Regional District that is unsigned will be rejected.

2.4 Format

Proponents are asked to respond in a similar manner. Appendices A, C, D and E must be submitted on the same forms included in this RFP, no exceptions. The following format and sequence should be followed in order to provide consistency in responses and ensure each proposal receives full and complete consideration.

- a) Title page including RFP title and number, proponent's name and address, telephone number, email address and contact representative.
- b) One-page Letter of Introduction **SIGNED** by the authorized signatory of the proponent.
- c) Completed and signed Appendix A – Conflict of Interest Disclosure Statement.
- d) Completed Appendix C – Minimum Specifications for two (2) half ton, 4-wheel drive pickup trucks.
- e) Completed and signed Appendix D – Schedule of Prices for Appendix C.
- f) Completed Appendix E – Optional Equipment (if proponent elects to submit Appendix E).
- g) Complete contact information for three (3) references (see Section 5.6).
- h) Signed addenda, if any, issued for this RFP.

2.5 Inquiries

Inquires relating to this RFP must be made by email and be directed to:

Cindy Paton, Community Services Leader
Regional District of Fraser-Fort George

Email: communityservices@rdffg.bc.ca

2.6 Errors, Omissions, Clarifications

Proponents finding discrepancies, errors or omissions in this RFP, or requiring clarification on the meaning or intent of any part therein, should immediately request in written form by email, clarification from Cindy Paton, communityservices@rdffg.bc.ca. The Regional District will not accept responsibility for any damages, costs or expenses incurred by a proponent in reliance on oral instructions. Any work done in preparation of a proposal after discovery of discrepancies, errors or omission in this RFP will be done at the proponent's risk unless the discrepancy, error or omission is reported in accordance with this provision.



Any requests for explanations, interpretations or clarifications made by bidders must be submitted in writing by email **no later than 4:00 p.m. on Tuesday, April 20, 2021** in order that addenda, if necessary, are available to all proponents in time to be considered for the preparation of their submission.

If the Regional District, in the Regional District's sole discretion, determines that a clarification, addition, deletion or revision of the RFP is required then the Regional District will issue an addendum and the addendum will be posted on the Regional District website and BC Bid (see 2.1). **It is the sole responsibility of the proponent to check for addendums.**

All addenda, if any, issued for this RFP must be signed by the proponent and included with the proposal submission and will form part of the Contract documents.

3.0 REGIONAL DISTRICT'S RIGHT TO REJECT PROPOSAL

The Regional District reserves the right, in its sole discretion, to waive informalities in proposals, reject any and all proposals, or accept the proposal deemed most favourable in the interests of the Regional District. The lowest, or any proposal, will not necessarily be awarded.

Proposals which contain qualifying conditions or otherwise fail to conform to the instructions contained in this RFP may be disqualified or rejected. The Regional District may, however, in its sole discretion, reject or retain for its consideration proposals which are non-conforming because they do not contain the content or form required by the RFP, or for failure to comply with the process for submission set out in this RFP, whether or not such non-compliance is material.

The Regional District reserves the right to reject a proposal based on potential or perceived conflict of interest on the part of a proponent. Without limitation, the Regional District reserves the discretion to reject any proposal where:

- a) one or more of the directors, officers, principals, partners, senior management employees, shareholders or owners of the proponent, 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; or
- b) in the case of a proposal submitted by a proponent 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 a proposal, the proponent is required to complete, sign and include with their proposal a Conflict of Interest Disclosure Statement (Appendix A).

The Regional District reserves the right to reject any proposal submitted by a proponent who is, or whose principals are, at the time of proposal, engaged in a lawsuit against the Regional District in relation to work similar to that being proposed.

4.0 WAIVER OF CLAIMS FOR COMPENSATION

Except for a claim for the reasonable cost of preparation of its proposal, by submitting a proposal, each proponent irrevocably waives any claim, action or proceeding against the Regional District including, without limitation, any judicial review or injunction application, and any claim against the Regional District and its elected officials, officers and employees for damages, expenses or costs, loss of profits, loss of opportunity or any consequential loss for any reason, including any such claim, action or proceeding arising from:

- a) any actual or alleged unfairness on the part of the Regional District at any stage of the proposal process, including without limitation, any alleged unfairness in the evaluation of a proposal or award of a contract;
- b) a decision by the Regional District not to award a contract to that proponent; or



- c) the Regional District's award of a contract to a proponent whose proposal does not conform to the requirements of this RFP.

5.0 PROPOSAL EVALUATION AND SELECTION PROCESS

5.1 Proposal Evaluations

All proposals will be initially evaluated by the Regional District to assess the qualifications and capabilities of proponents to meet the minimum standards specified in the RFP.

The proposal evaluation through to proponent selection will be based on the following process as deemed appropriate by the Regional District in its sole discretion:

- a) Initial proposal evaluation by the Regional District.
- b) Follow up question(s) from the Regional District to proponent(s). (Optional at discretion of the Regional District).
- c) Further question(s) from the Regional District to proponent(s). (Optional at discretion of the Regional District).
- d) Interview(s) of selected proponent(s) by Regional District. (Optional at discretion of the Regional District).
- e) Follow up interview of selected finalist(s). (Optional at discretion of the Regional District).
- f) Proposal scoring by the Regional District as per RFP criteria and Section 5.7 Evaluation Criteria.
- g) Recommendations to Board (if applicable).

5.2 Initial Proponent Selection Process

As a result of the initial written proposal evaluation, the Regional District may, at its sole discretion, request oral presentations and enter into detailed discussions with initially selected proponents prior to preparing a short-list of qualified proponents.

The Regional District may, at its sole discretion, prepare a "short-list" of proponents which initially appear to have the necessary qualifications, based solely on the information contained in the written proposals and/or additional information that may be obtained by the Regional District. The Regional District will be under no obligation to obtain additional clarification from any proponent(s) prior to preparing an initial "short-list" or before entering into detailed discussions, or negotiations, with any proponent.

5.3 Selected Proponent Negotiations

The Regional District, at its sole discretion, reserves the right to enter into contract negotiations with a selected proponent, or proponents, based only on the evaluation of the written proposal(s), and/or an evaluation of the combination of the written proposals, oral presentations, and/or detailed discussions.

The Regional District reserves the right to enter into negotiations with any bidder without requiring any other bidders to make a presentation or to enter into detailed discussions with the Regional District.

5.4 Termination of Negotiations and/or RFP Process

The Regional District reserves the right to terminate contract negotiations with any proponent, and to enter into contract negotiations with any other bidder(s) if, in the opinion of the Regional District at any time, the contract negotiations with the initially selected bidder will not be satisfactorily completed in the best interests of the Regional District.



The Regional District may, at its sole discretion, reject any or all proposals at any time throughout the proposal evaluation, proponent selection, or contract negotiation process.

5.5 Non-Compliance with RFP Requirements

Unless explicitly stated in a proposal, all proposals shall be assumed by the Regional District to be in full compliance with the RFP requirements without exception.

All items in the proposal that are **not** in full compliance, or that vary from the specific RFP requirements, shall be clearly identified in the proposal as non-compliant and/or variant, and shall include specific reference to the relevant section to the RFP and the precise nature of the variance or non-compliance.

Non-compliance or variances with the specific RFP requirements will not necessarily result in rejection of a proposal.

The acceptance or rejection of all non-compliant items, and/or variances to the RFP requirements, shall be at the sole discretion of the Regional District, without any obligation by the Regional District to either request clarifications, enter into detailed discussions, or negotiations with the proponent(s).

All bids must be submitted with completed Appendices A, C and D as contained within this RFP in order to be eligible for consideration.

5.6 References

Include three (3) references that may be contacted for purposes of confirming your company's experience in supplying and delivering this type of fleet vehicle.

5.7 Evaluation Criteria

The following are the criteria and the percentage of the total score for each criterion that will be used by the Regional District to select a proponent. The list of criteria is not in any order of priority. The Regional District, in its sole judgment, will base the selection of a successful proponent on a combination of the following criteria:

| | |
|--|-------------|
| Experience/References | 10% |
| Proposed Product Suitability to Task | 30% |
| Delivery Date | 10% |
| Price | 40% |
| Nearest Service Warranty Facility to the Robson Valley (McBride/Valemount) | 10% |
| Total | 100% |

6.0 CONTRACT

6.1 Award of Contract

The Award of Contract is anticipated to be made not later than **Thursday, May 20, 2021**. All proponents will be advised in writing of the results of the RFP evaluation process.

The Regional District, in its sole judgment, may delay the Award of Contract date as deemed appropriate by the Regional District.



6.2 Form of Contract

The Contract will be in the form of:

- the complete CS-21-04 RFP document, including appendices and any addenda;
- Proponent's proposal submission; and
- a Contract Agreement similar to the sample provided in Appendix B of this RFP.

7.0 **CONFIDENTIALITY AND FREEDOM OF INFORMATION**

Proposals will be received and held in confidence by the Regional District, subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and this RFP. Each proposal should clearly identify any information that is considered to be confidential or propriety information. Proponents are responsible to review the *Freedom of Information and Protection of Privacy Act* for further information.

All proposals submitted to the Regional District becomes the property of the Regional District. The Regional District will provide a debriefing for bidders, upon request by a bidder, subject to the *Freedom of Information and Protection and Privacy Act*.

The Contract resulting from this RFP process is subject to the provisions of the *Freedom of Information and Protection and Privacy Act*. The Vendor will treat as confidential and will not, either before, or after the expiration or sooner termination of this Contract, without the prior written consent of the Regional District General Manager of Corporate and Legislative Services publish, release or disclose or permit to be published, released or disclosed, any information supplied to, obtained by or which comes to the knowledge of the Vendor as a result of this Contract except insofar as such publication, release or disclosure is necessary to enable the Vendor to fulfil their obligations under this Contract, or by the laws of British Columbia.

8.0 **OWNERSHIP OF PROPOSALS**

All materials produced by the Vendor for the Regional District including, but not limited to records, reports, drawings, as built drawings, and manuals to fulfill this Contract will be provided in hard copy as well as in an agreed upon electronic file format and will become and remain the exclusive property of the Regional District without restriction.

Any materials provided by the Regional District to the Vendor as a result of this Contract will remain the exclusive property of the Regional District and upon receiving written notice from the Regional District requesting delivery of the same, be immediately delivered to the Regional District by the Vendor, whether such notice is given before, upon, or after the expiration or sooner termination of this Contract.

9.0 **WARRANTY**

Proponents shall list the standard warranties applicable to the vehicles and other components of the half ton, 4-wheel drive pickup trucks, which are included in the bid price, and document additional or extended warranties that are available together with any special provisions and applicable costs.

10.0 **RIGHTS OF WAIVER**

A waiver, or any breach of provision of this Contract will not constitute or operate as a waiver, or any other breach, of any other provisions, nor will any failure to enforce any provision herein operate as a waiver of such provisions or of any other provisions.



11.0 SEVERABILITY

All paragraphs of the Contract are severable one from the other. Should a court of competent jurisdiction find that any one or more paragraphs herein are void; the validity of the remaining paragraphs hereof will not be affected.

12.0 VEHICLE SPECIFICATIONS

12.1 Minimum Requirements

The minimum requirements for the half-ton, 4-wheel drive pickup trucks are as detailed in Appendix C attached to and forming part of this RFP. Proponents may recommend changes or adjustments to the specifications outlined where the proponent believes that such changes or adjustments will result in a better-quality in terms of efficiency, tractability, serviceability or general operation. In all cases, the proponent should provide reasons for the recommended changes or adjustments to the RFP specifications in the initial proposal response documents.

12.2 Specifications Not Outlined

If terms of any of the half-ton, 4-wheel drive pickup trucks specifications not detailed in this RFP, proponents are free to bid on the proposal as they choose, provided that the proponent's relevant specifications are detailed in the proposal response.

12.3 Compliance with Laws and Regulations

The half-ton, 4-wheel drive pickup trucks must comply with all relevant Federal and British Columbia motor vehicle laws and regulations and British Columbia's WorkSafeBC Regulations prior to delivery.

British Columbia Motor Vehicle Inspection to be completed prior to vehicle delivery (see Section 13.4 for delivery terms).

13.0 VEHICLE DELIVERY AND PAYMENT

13.1 Vehicle Documentation

All documentation required to register ownership in the name of the Regional District shall be provided prior to, or upon delivery.

13.2 Service, Installation, Repair and Operators Manuals

Factory service manuals, installation manuals, repair manuals and operator's manuals shall be provided for the half ton, 4-wheel drive pickup trucks and all components comprising the vehicles, such as engine, transmission, front and rear axle and engine status centre. All manuals shall accompany the half ton, 4-wheel drive pickup trucks when delivered to the Regional District.

13.3 Vehicle Timetable

Proponents must indicate the anticipated schedule for the delivery of the half-ton, 4-wheel drive pickup trucks to the Regional District's office, located in Prince George, BC. The actual delivery date of the half-ton, 4-wheel drive pickup trucks must be coordinated with the Regional District in advance and with sufficient notice in order to accommodate the Regional District work schedule.

13.4 Delivery Terms

The successful proponent will be expected to deliver the half-ton, 4-wheel drive pickup trucks based on "Freight on Board" destination delivery terms, with the destination referred to as Prince George, British Columbia. Modification of delivery terms can only occur with pre-approval from the Regional District.



13.5 Contract Price

All prices for the two (2) half-ton, 4-wheel drive pickup trucks shall be stated in Canadian dollars. Any applicable Federal or Provincial taxes or levies must be included in the proposal response and are to be listed separately from the contract price. Appendix D – Schedule of Prices, must be completed and included in the proposal package.

14.0 DISPUTE RESOLUTION

If a claim, dispute or controversy arises out of or relates to the interpretation, application, enforcement or the Vendor's performance under this Contract, the Vendor and the Regional District agree first to try in good faith to settle the dispute by negotiations between senior management of the Vendor and the Regional District. If such negotiations are unsuccessful, the Vendor and the Regional District agree to attempt to settle the dispute by arbitration if both parties agree. If the dispute cannot be settled through arbitration, the Vendor and the Regional District may agree to attempt to settle the dispute through good faith mediation. If the dispute cannot be resolved through mediation and unless otherwise mutually agreed, the dispute shall be settled by litigation in an appropriate court in the Province of the Regional District.

15.0 FORCE MAJEURE

If either the Vendor or the Regional District are prevented from performing their obligations under the Contract, because of an act of God, an act of a legislative, administrative or judicial entity, fire, flood, labour strike or lock-out, epidemic, unusually severe weather, or other similar cause outside of the control of the Parties (collectively "Force Majeure"), then the obligations of the Vendor and the Regional District under the Contract shall be suspended for so long as the condition constituting Force Majeure continues. The Party affected by Force Majeure shall provide the other Party with notice of the anticipated duration of the Force Majeure event, any actions being taken by the Party providing notice to avoid or minimize the effect of the Force Majeure event, and shall make reasonable efforts to remove or mitigate the effects of the condition constituting Force Majeure. Upon the termination of the Force Majeure event, the Regional District shall grant to the Vendor a time extension for performance of any milestone dates required under the Contract as may be agreed with the Vendor or, if the Regional District and the Vendor are unable to reach agreement, as determined by the dispute resolution process under Section 14 of the RFP.



APPENDIX A – CONFLICT OF INTEREST DISCLOSURE STATEMENT

**RFP CS-21-04
Supply and Delivery of Two (2) Half Ton, 4-Wheel Drive Pickup Trucks**

Proponent Name: _____

The Proponent, including its officers, employees, and any person or other entity working on behalf of, or in conjunction with, the Proponent 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 Proponent 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 reasons(s) for Conflict of Interest:

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

Print Name of Person Signing Disclosure

Representing: Company Name

Signature of Person Making Disclosure

Date Signed



APPENDIX B – SAMPLE CONTRACT

**RFP CS-21-04
Supply and Delivery of Two (2) Half Ton, 4-Wheel Drive Pickup Trucks**

BETWEEN:

REGIONAL DISTRICT OF FRASER-FORT GEORGE, a local government incorporate pursuant to the *Local Government Act* and having its business office located at:
155 George Street
Prince George BC V2L 1P8

(hereinafter called “the Regional District”)

OF THE FIRST PART

AND:

VENDOR NAME
a company duly incorporated under the laws of British Columbia and having a place of business at:
address
address

(hereinafter called the “Vendor”)

OF THE SECOND PART

WITNESSETH that the Vendor and the Regional District undertake and agree as follows:

1. The Vendor will:

Supply two (2) half ton, 4-wheel drive pickup trucks pursuant to all the terms, conditions and specifications outlined in Request for Proposal CS-21-04, F.O.B. Prince George BC.

2. The Regional District will pay to the Vendor, as full compensation for the performance and fulfillment of this Contract, \$_____ (plus applicable taxes) in Canadian funds. Payment is due upon delivery of the two (2) half ton, 4-wheel driver pickup trucks to the Regional District. Payment will be made within 30 days of receipt by the Regional District of an invoice for the pickup trucks in accordance with the Contract, unless other payment terms are specified in the Vendor’s proposal and are acceptable to the Regional District. The Regional District may, in its sole discretion hold back payment otherwise due to the Vendor should the pickup trucks not meet the specifications of the Contract. This holdback may be held, without interest, until such deficiency is remedied. The item(s) of deficiency and the amount of related holdback shall be provided by the Regional District in writing to the Vendor.

3. The Request for Proposal, including Appendices A, C, D and E, and addenda, if any, Vendor’s proposal submission and any information that the Vendor provides are incorporated herein, to the intent and purpose as though recited in full, and the whole will form the Contract and will enure to the benefit of, and be binding upon, the parties hereto and their successors, executors, administrators and assigns.



4. The Vendor, by signing this Contract and completing Appendix A – Conflict of Interest Disclosure Statement, further affirms that no conflict of interest exists or prevents their entering into this Contract.
5. In the event of a dispute between the Regional District and the Vendor, this Contract will be governed by, and will be construed and interpreted in accordance with, all the laws of the Province of British Columbia.
6. The Vendor will adhere to the warranty conditions outlined in the Vendor's proposal submission.
7. No implied contract of any kind whatsoever, by or on behalf of the Regional District, will arise or be implied from anything contained in this Contract or from any position or situation of the parties at any time, it being understood and agreed that the express contracts, covenants and agreements made herein by the parties hereto are, and will be, the only contract, covenants and agreements on which any rights against the Regional District may be founded.
8. This Contract will supersede all communications, negotiations and agreements, either written or verbal, made between the parties hereto in respect of matters pertaining to this Contract prior to the execution and delivery hereof.
9. All communications in writing between the parties will be deemed to have been received by the addressee if delivered to *Vendor Contact Title, Vendor Company Name* or to the General Manager of Community Services of the Regional District for whom they are intended, or if sent by hand delivery, mail or registered mail as follows:

Vendor Contact Name
Vendor Company Name
Address
Address

General Manager of Community Services
Regional District of Fraser-Fort George
155 George Street
Prince George BC V2L 1P8
10. The Vendor will not sublet, sell, transfer, assign or otherwise dispose of this Contract or any portions thereof, or their right, title or interest therein, or their obligations thereunder without written consent of the Regional District, except for assignment to a bank of the payments to be received.
11. This Contract is not an agreement of employment. The Vendor is an independent contractor, and nothing herein will be construed to create a partnership, joint venture, or agency and neither party will be responsible for the debts or obligations of the other.
12. Where it is beyond control of the Vendor to meet the delivery date as stipulated herein, the Vendor must immediately notify the Regional District in writing. Subject to the Force Majeure provisions of this Contract, it shall be at the Regional District's sole discretion to extend the delivery date or waive any part of clause of this Contract.



IN WITNESS WHEREOF the parties have duly executed this Contract.

SIGNED ON BEHALF OF THE
REGIONAL DISTRICT OF FRASER-FORT GEORGE

Chair

Date

GM of Legislative and Corporate Services

Date

SIGNED ON BEHALF OF
VENDOR

DO NOT SIGN SAMPLE ONLY

Signature

Date

(Name and Title) (Please print)

DO NOT SIGN SAMPLE ONLY

Signature

Date

(Name and Title) (Please print)

SAMPLE

APPENDIX C – MINIMUM SPECIFICATIONS

HALF TON, 4-WHEEL DRIVE PICKUP TRUCKS PROPOSAL SPECIFICATIONS

If the unit is non-compliant on any of these specifications as outlined in Appendix C, then the third column on this form MUST be completed detailing what the variation being supplied is and the reason for the variation.

| Item | Specification | Compliant | Non-Compliant | State the variation being supplied if line item is non-compliant |
|-----------------------|---|-----------|---------------|--|
| Model | New, current year or previous year model full size. 2 door, pickup truck, 8' box. State what is being provided: | | | |
| Cab & Doors | Cab is to be full size 2 doors with power locks and power windows | | | |
| Passenger capacity | To carry 3 adult passengers | | | |
| Engine | Gasoline engine 3L V6 or better. | | | |
| 4WD | Electric or Manual shift locking hubs. State what is being provided: | | | |
| Wheelbase | Preferred 4,200 mm | | | |
| Block Heater | Cold Climate Package | | | |
| Transmission | Automatic | | | |
| Engine Cooling System | Anti-freeze to -45 °C | | | |

| Item | Specification | Compliant | Non-Compliant | State the variation being supplied if line item is non-compliant |
|--------------------------------|--|-----------|---------------|--|
| Differential | Minimum Posi Trac. 3.4 to 4.30 ratio. Locking ability preferred. State what is provided: | | | |
| Traction Control System | Preferred | | | |
| Steering | Power | | | |
| Brakes | ABS | | | |
| Tires | All Terrain Tri Peak Snowflake Rating. | | | |
| Spare Tire | Spare tire to be full size spare tire, to be included in bid price. | | | |
| Instruments Panel Gauges | Fuel, Oil Pressure, Transmission Temperature, Engine Coolant Temperature, Speedometer, Odometer, Tachometer | | | |
| Windshield Wipers | Variable intermittent | | | |
| Cab Climate Control | Air conditioning and a high output heater. | | | |
| Finish – Exterior and Interior | Exterior Color – preference for White, state what is being provided: Interior Color– Prefer black or a dark colored cloth seat. State what is being provided: Black vinyl floor covering | | | |
| Two hooks | Two tow hooks to be located on the front. | | | |

| Item | Specification | Compliant | Non-Compliant | State the variation being supplied if line item is non-compliant |
|---|--|-----------|---------------|--|
| Undercoat/Rust Proofing | Required | | | |
| Warranty (minimum) | State in the space provide below the page and section reference in the proposal that details the warranties included in the bid price (should you require more space, please attach additional pages): | | | |
| GVWR | State what is being provided: | | | |
| Outside Mirrors | Manual adjust | | | |
| Truck Box Length | 8 Foot | | | |
| Reverse sensing system with rear mounted back up camera | To be included | | | |
| Radio/Bluetooth | AM/FM with hands free Bluetooth communications for cell phones | | | |
| Fuel Tank Size | Prefer a large fuel tank size. State what is being provided: | | | |
| Lamps | Head lamps: Halogen or LED, state what is being provided Cargo Lamp Daytime Running Lamps | | | |
| Delivery Date | Delivery date: state earliest date trucks could be delivered: | | | |



**APPENDIX D – SCHEDULE OF PRICES
FOR APPENDIX C – MINIMUM SPECIFICATIONS**

Price submitted below reflects the full cost, excluding taxes, of the Two (2) Half Ton, 4-Wheel Drive Pickup Trucks, as specified in RFP CS-21-04 Appendix "C" "Minimum Specifications". This price sheet must accompany the bid package submitted.

| | |
|--|--------------|
| Contract Price (not including taxes) | \$ _____ |
| GST | \$ _____ |
| PST | \$ _____ |
| Other (please specify any other fees) | \$ _____ |
| Other (please specify any other fees) | \$ _____ |
| TOTAL | \$ _____ |
| Delivery Date | _____ |
| Location of Nearest Service Facility to the Robson Valley (McBride/Valemount) | _____ |

Company Name

Signature

Date

Email



APPENDIX E – OPTIONAL EQUIPMENT

The vendor may choose to additionally bid on items included in Appendix E. If the proponent wishes to bid on items in Appendix E, please provide specifications/brands/manufacturer etc. for the options listed below. These items are to be quoted separately and are not to be included in the price on the Schedule of Prices in Appendix D.

| OPTIONAL EQUIPMENT | | Price (excluding taxes) |
|---------------------------|---|------------------------------------|
| 1. | <p>Cost to provide second set of tires and rims. Tires to be four studded winter tires (mounted on separate rims).</p> <p>State what is being provided in quoted price in the space below:</p> <p>_____</p> | |
| 2. | <p>Cost to provide protective floor mats. To be heavy duty black vinyl mats for floors (i.e. Husky, Weather Tech).</p> <p>State what is being provided in quoted price in space below:</p> <p>_____.</p> | |
| 3. | <p>Cost to provide built in 12V to 110V inverter.</p> <p>State what is being provided in quoted price in the space below:</p> <p>_____.</p> | |
| 4. | <p>Cargo bed cover or basic canopy.</p> | |
| 5. | <p>Remote control start.</p> | |