



District of Lantzville
INVITATION TO TENDER
NEW 4X4 HALF TON PICKUP TRUCK

Signed Tender Forms in sealed envelopes marked "Tender for District of Lantzville, New 4X4 Half Ton Pickup Truck" will be received at the District of Lantzville Municipal Hall at 7192 Lantzville Road, PO Box 100, Lantzville, BC V0R 2H0, up to **1:00 pm local time, on Friday, February 18, 2022.** These Tenders will not be opened in public.

Tender Documents will be available from the District of Lantzville's website, www.lantzville.ca, on January 26, 2022.

Sealed Tenders are to be delivered to the attention of the **Director of Public Works, District of Lantzville 7192, Lantzville Road, PO Box 100, Lantzville, BC V0R 2H0 before 1:00 pm local time on Friday, February 18, 2022**, for the supply of the vehicle as described in the attached tender, subject to the attached Instructions to Bidders, General Conditions, Special Conditions, Specification Sheets, and Form of Tender.

Tenders received after the closing time, 1:00 pm, Friday, February 18, 2022, local time, will be returned unopened to the supplier. The District of Lantzville reserves the right to reject any and all proposals, to accept any proposal it considers advantageous and negotiate any proposal. The lowest or any proposal may not necessarily be accepted.

Tenders shall be submitted, in **duplicate** in a sealed envelope. **Ensure that the bidder's name and address as well as the tender reference are clearly shown on the outside of the envelope.**

For further information, please contact:

Fred Spears, Director of Public Works

District of Lantzville, 7192 Lantzville Road, Lantzville, BC V0R 2H0

Telephone: 250.933.2250 | Facsimile: 250.390.5188

Email: fspears@lantzville.ca



District of Lantzville

Invitation to Tender

NEW 4X4 HALF TON PICKUP TRUCK

Fred Spears, Director of Public Works
District of Lantzville, 7192 Lantzville Road, Lantzville, BC V0R 2H0
Telephone: 250-933-2250 | Facsimile: 250-390-5188
Email: spears@lantzville.ca

INVITATION TO TENDER

The District of Lantzville (hereinafter referred to as the “District”) is requesting Tenders for the supply of the following vehicle in accordance with the Tender Specifications.

Sealed Tenders will be received by Fred Spears, Director of Public Works, District of Lantzville, 7192 Lantzville Road, Lantzville BC up to **1:00 pm local time on Friday, February 18, 2022**. Tenders must be sealed and returned in an envelope marked “**Invitation to Tender New 4X4 Half Ton Pickup Truck**”. The responding organization or individual must have their name and full mailing address clearly marked on the outside of the Tender envelope. Tenders will not be opened in public.

Tender Documents may be obtained in PDF (Public Document Format) file format from the District’s website www.lantzville.ca.

The lowest or any Tender will not necessarily be accepted. Facsimile and electronic Tender submissions will **NOT** be accepted. Duration of offer must be a minimum of ninety (90) days.

For further information, please contact:

Fred Spears, Director of Public Works
District of Lantzville, 7192 Lantzville Road, Lantzville, BC V0R 2H0
Telephone: 250.933.2250 | Facsimile: 250.390.5188
Email: fspears@lantzville.ca

INSTRUCTIONS TO TENDERERS

The District of Lantzville (hereinafter referred to as the “District”) is requesting Tenders for the supply of the following vehicle in accordance with the Tender Specifications attached:

NEW 4X4 HALF TON PICKUP TRUCK

Tenders not submitted in strict accordance with these instructions or not complying with the requirements laid down in the documents may be rejected.

1. TENDER DOCUMENTS

Tender Documents may be obtained in PDF (Public Document Format) from the District website www.lantzville.ca.

2. ACKNOWLEDGEMENT LETTER

Upon receipt of these documents, any potential respondents shall sign the Acknowledgement Letter and either mail, fax, or email the signed copy to Fred Spears.

A respondent who signs and returns the Acknowledgement Letter is not obligated to submit a Tender.

Any Tenderer who does not submit an Acknowledgement Letter will not be sent any amendments or addenda and may be disqualified.

Addenda may be issued during the bidding period. All addenda become part of these Tender documents.

3. DISCREPANCIES OR OMISSIONS

Tenderers finding discrepancies or omissions in the specifications or other documents or having any doubts concerning the meaning or intent of any part thereof, should immediately request in written form, either by fax, email, or by mail, clarification from Fred Spears. Upon receipt of the written request for clarification, Fred Spears will send written instructions or explanations to all parties registered as having returned the Acknowledgement Letter. No responsibility will be accepted for oral instructions.

4. EXAMINATION OF CONTRACT DOCUMENTS

The Tenderer shall be deemed to have satisfied himself as to the sufficiency of the Tender for the product and the prices stated on the Tender Form. These prices shall cover all his obligations under the Tender, and all matters necessary for the proper supply of the product.

5. PROOF OF ABILITY

The Tenderer shall be competent and capable of supplying the product. The District of Lantzville may request proof of ability.

6. AWARD OF CONTRACT

The District of Lantzville intends to award this Tender to a supplier who offers the lowest tendered price and meets the conditions and specifications herein.

A Purchase Order issued to the vendor will indicate acceptance of their Tender.

The District of Lantzville reserves the right to disqualify any Tender that fails to meet any of the requirements or specifications herein.

The lowest or any Tender will not necessarily be accepted. The District of Lantzville reserves the right not to proceed with the award of any contract resulting from this Tender process.

7. TENDER SUBMISSIONS

Tenderers shall complete the Tender Form, the GST Information form and the Specification Sheets and submit these documents in a **sealed envelope**. **The following information must be written on the outside of the sealed envelope containing the Tender submission:**

- a) Attention: Fred Spears, Director of Public Works, District of Lantzville
7192 Lantzville Road, PO Box 100, Lantzville, BC V0R 2H0
- b) Tender for District of Lantzville New 4X4 Half Ton Pickup Truck
- c) Responding Organization's name and address.

Tenders submitted by fax or electronically will not be accepted.

Any Tender received after the closing date and time (**Friday, February 18, 2022 at 1:00 pm**) will be considered disqualified and will be returned unopened to the respondent.

ACKNOWLEDGEMENT LETTER

The undersigned has received the full set of Tender documents:

Signature

Company

Name (please print)

Address

City

Province

Postal Code

Phone Number

Fax Number

Date

We presently intend to: provide/not provide a tender as requested.

Return immediately to:

Fred Spears
District of Lantzville
Box 100, 7192 Lantzville Road,
Lantzville, BC V0R 2H0
fspears@lantzville.ca
Fax Number: 250.390.5188

TENDER FORM

The price tendered shall be in Canadian funds and include duties, royalties, handling, levies, transportation, delivery, dealer preparation, overhead, profit and all other charges. All Tax is to be shown separately.

According to the Tender specifications, prices quoted are to be delivered F.O.B. to the District of Lantzville and shall be good for the duration of ninety (90) days from date of tender opening:

Supply one (1) New 4X4 Half Ton Pickup Truck pursuant to all terms and conditions outlined in the Specification Section herein:

Price: \$ _____
Environmental Levy (Tire and Battery): \$ _____
PST: \$ _____
GST: \$ _____
TOTAL TENDER SUM: \$ _____

Supplier:

Name

Address

City Province

Postal Code Phone Number

Signature of Authorized Person

Name (please print)

Title

Date

SALES TAX INFORMATION

Supplier:

Name

Address

City

Province

Postal Code

Phone Number

Please indicate your GST registration number: _____

Signature of Authorized Person

Name (please print)

Title

Date

SPECIFICATION SHEET

We understand the difficulty of designing a specification sheet that conforms to all of the different manufacturer’s specifications. As a result, we have included a column for the Tenderer to confirm compliance with the specification or specify variations. This column must be completed and submitted and will be a factor in determining the successful Tenderer.

ITEM	SPECIFICATIONS	SUPPLIED (or variation) Indicate yes or no
Model	2021 or 2022 4X4 half ton pickup truck	
Doors	4 doors	
Extended Cab	with back seat	
Wheel base/box	full size with min 6 foot box	
Engine	minimum 4.6 litres	
Fuel Economy	minimum City: 17 litres/100km Minimum Highway: 12.5 litres/100km	
Engine Cooling System	anti-freeze to -45° C	
Transmission	automatic	
Towing	trailer towing package	
Tires	off road capable with full size spare on rim	
Four-Wheel Drive	automatic hub shifting	
Headache Rack	includes roto light (24” bar style) and shovel storage	
Brakes	ABS	
Shock Absorbers	heavy duty front and rear	
Lights	front fog lights	
Seats	cloth with heavy duty seat covers or leather	

ITEM	SPECIFICATIONS	SUPPLIED (or variation) Indicate yes or no specify variation
Instrument Panel Gauges	voltmeter, tachometer, engine temperature, oil pressure	
Wipers – Windshield	variable intermittent tinted glass	
Cab Climate Control	air conditioning and high output heater	
Floor Coverings	heavy duty black vinyl mats	
Finish	exterior – white	
Fuel Type	gas /flex fuel/ diesel/ hybrid	
Payload Capacity	min 1000kg	
Back-up Camera	high resolution	
Undercoat/Rust Proofing	required	
Keys	min 3 Ignition Keys	
Warranty	3 year – 60,000 km, bumper to bumper 5 year – 100,000 km, power train	
Number of days to delivery after order date		
Vehicle service location		