

Financial Services Department
Purchasing Division
City Hall, PO Box 1118
200 King Street West
Kitchener ON N2G 4G7
www.kitchener.ca
Phone: 519-741-2218
Fax: 519-741-2222

October 9, 2008

TENDER: T08-094 FOR SALE BY TENDER – ONE (1) TRIPLE COMBINATION FIRE PUMPER

**TIME AND DATE OF CLOSING: 12:00 NOON LOCAL TIME
THURSDAY OCTOBER 23RD, 2008**

You are invited to submit a sealed tender to the City of Kitchener, Purchasing Division, for the requirements as set out in this Tender.

- a) Tenders are to be submitted on our Form of Tender, in the envelope provided, or your envelope, **clearly marked with the tender number, closing date and your company name.**
- b) Should you wish to elaborate on your tender, you may do so on your letterhead and include this in the tender envelope.
- c) Questions, clarification or interpretations regarding this Request for Tender are to be requested in writing by the bidder and directed to Michelle Palmer, Buyer, phone 519-741-2216, fax 519-741-2222, e-mail: michelle.palmer@kitchener.ca. All registered bidders will receive written clarification.
- d) Your signed tender shall be taken as your statement that you understand the requirements and agree to comply with same.
- e) Submit your tender no later than 12 noon local time on the date shown above. Tenders will be opened publicly at 2:00 p.m. the same day in the Scott Room, 9th Floor, City Hall, 200 King St. West, Kitchener, Ontario.
- f) Bid opportunities can be viewed and/or downloaded from our website. Bid results will be posted, when applicable, on the website after opening. <http://www.kitchener.ca/tenders/tender.asp>

The highest or any tender will not necessarily be accepted.

Yours truly,

Michelle Palmer
Buyer

MP

T08-094 FOR SALE BY TENDER - ONE (1) TRIPLE COMBINATION FIRE PUMPER

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INFORMATION FOR BIDDERS

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INFORMATION FOR BIDDERS

The Corporation of the City of Kitchener shall hereinafter be referred to as "the City."

1. DESCRIPTION OF SALE

The sale of one (1) 1993 Emergency, Triple Combination Fire Pumper as per the specifications detailed herein.

2. DELIVERY AND OPENING OF TENDERS

Sealed tenders, complete in every respect, submitted in the envelope provided, or your envelope, **clearly marked with the tender number, closing date and your company name**, will be received by:

THE CORPORATION OF THE CITY OF KITCHENER
Purchasing Division
200 King Street West, 4th Floor Berlin Tower
Kitchener ON N2G 4G7

NO LATER THAN 12:00 NOON, LOCAL TIME – THURSDAY OCTOBER 23RD, 2008

Tenders received by Purchasing later than the specified closing date and time, will be returned to the bidder.

The tenders will be opened publicly in City Hall, 200 King Street West, Scott Room, 9th Floor, at 2:00 p.m. the same day.

Tenders shall be submitted on the Form of Tender provided and must be properly signed where indicated, otherwise, the tender may, but shall not necessarily, be declared "Informal" and rejected.

A Bidder on a project may request that their tender be withdrawn. Withdrawal shall only be allowed if the request is made in writing by the bidder and delivered to the Director of Purchasing before the closing time for the tender to which it applies.

Tenders confirmed as withdrawn shall be returned unopened to the bidder. The withdrawal of a tender does not disqualify a bidder from submitting another tender prior to the closing time.

3. CITY'S REPRESENTATIVE

City's Representative: Harry Holst, Division Chief, Kitchener Fire Department - Apparatus & Equipment, 519-741-2580

email: harry.holst@kitchener.ca

Every request for an interpretation shall be made in writing to Michelle Palmer, Buyer, fax 519-741-2222, e-mail: michelle.palmer@kitchener.ca

4. **ADDENDUM**

All addenda sent to the Bidder prior to the closing date shall be considered part of the contract documents.

5. **EXAMINATION OF EQUIPMENT**

The Bidder shall view the equipment before submitting a tender and shall make its own estimate of the condition of said equipment. The bidder shall not claim at any time after submission of the tender that there was any misunderstanding of the terms and conditions of the tender.

6. **TENDER DEPOSIT**

Every tender shall be accompanied by a certified cheque, made payable to the Treasurer of the City of Kitchener, for the total amount of their tendered price. **The Tender deposit will be returned to the unsuccessful Bidders once an award has been finalized.**

7. **INFORMAL OR UNBALANCED TENDERS**

Tenders which are incomplete, conditional, illegible, obscure or qualified in any way, or that contain additions not called for, erasures, alterations or irregularities of any kind, may be rejected as informal.

Tenders that contain prices which appear to be so unbalanced as likely to affect adversely the interests of the City may be rejected.

Whenever a tender in the amount tendered for an item does not agree with the extension of the estimated quantity and the tendered unit price, the unit price shall govern and the amount shall be corrected accordingly.

8. **OMISSIONS AND DISCREPANCIES**

Notify Michelle Palmer, Buyer, in writing or by e-mail: michelle.palmer@kitchener.ca, at once of discrepancies found in, or omissions from, the specifications or other documentation, or if in doubt as to their meaning. The Director of Purchasing may issue written addenda in the form of a fax or e-mail to all Bidders. **The City will not be responsible for any verbal instructions.**

9. **INTERPRETATIONS**

No oral interpretations shall be made to a Bidder as to the meaning of any of the contract documents, or be effective to modify any of the provisions of the contract documents. Every request for an interpretation shall be made in writing, addressed and forwarded to the Director of Purchasing, and all Bidders will receive written clarification.

10. **TENDER ACCEPTANCE PERIOD**

It is understood that, in submitting a Tender, each Bidder agrees that their Tender may be subject to acceptance up to sixty (60) working days after closing date for tenders.

11. **ACCEPTANCE OR REJECTION OF TENDERS**

The City reserves the right to reject any or all tenders and the highest or any tender will not necessarily be accepted.

The City reserves the right to accept any tender which is considered best for the interests of the City.

The City shall not be responsible for any liabilities, cost, expenses, loss or damage incurred, sustained or suffered by any Bidder by reason of the acceptance or non-acceptance, by the City, of any tender or by reason of any delay in the acceptance of a tender save as provided in the contract.

No tender shall be accepted from any person or corporation who, or which, has a claim or has instituted a legal proceeding against the City or against whom the City has a claim or has instituted a legal proceeding with respect to any previous contract, without the prior approval of Council.

The Bidder acknowledges and agrees that nothing contained herein, in the tender documents or elsewhere, no act done or expense incurred by it in the preparation and submission of this tender, no trade or industry custom or practice, and no representation or assurance that may have been made or given to it by or on behalf of the City, shall in any manner legally bind the City, in any circumstances, to accept this tender, the highest tender, only a tender submitted in compliance with the requirements of the tender documents, or any tender at all. The Bidder further acknowledges and agrees that the City shall have complete and unrestricted liberty in this regard and may reject any or all tenders or may accept any tender in whatever manner, at whatever tender price, on whatever terms and for whatever reasons as the City, in its absolute discretion, considers to be in its own best interests, all without liability or obligation of any kind to the Bidder.

SPECIAL CONDITIONS

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SPECIAL CONDITIONS

1. ACCEPTANCE/REJECTION OF BIDS

The City has a reserve bid and reserves the right to reject any bids that do not meet the reserved amount. **THE UNIT IS BEING SOLD "AS IS WHERE IS".**

DESCRIPTION OF EQUIPMENT

One (1) 1993 Emergency, Triple Combination Pumper:

- 4 Door Cyclone Raised Roof Hush Pumper
- interior pump operators panel
- 6V-92TA Detroit Diesel Engine
- HT-740 Allison Transmission
- Hale QSMGT-125-22 midship fire pump
- KFD # 4517
- serial # 4ENBAAA86P1002050
- SO # 12050
- license XXX-166
- mileage – 115,539
- engine hours – 4139

2. VIEWING LOCATION

Contact Representative for viewing: Harry Holst, Division Chief, Kitchener Fire Department - Apparatus & Equipment, 519-741-2580
E-mail: harry.holst@kitchener.ca

3. CERTIFIED CHEQUE

Submissions to include a certified cheque or money order made payable to the Treasurer of the City of Kitchener.

FORM OF TENDER

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CORPORATION OF THE CITY OF KITCHENER – FORM OF TENDER

FOR: T08-094 FOR SALE BY TENDER – ONE (1) TRIPLE COMBINATION FIRE PUMPER

SUBMITTED BY: _____ (Company Name)

TO: The Corporation of the City of Kitchener
Purchasing Division
 200 King St W, 4th Floor Tower
 Kitchener ON N2G 4G7

I/We the undersigned do hereby agree to purchase the following used equipment from the City at the price listed below.

<u>QTY.</u>	<u>DESCRIPTION</u>	
One (1)	1993 Triple Combination Fire Pumper	\$ _____
	G.S.T. (5%)	\$ _____
	Total Bid Price	\$ _____

VALID FOR ACCEPTANCE WITHIN SIXTY (60) WORKING DAYS

TERMS OF PAYMENT ARE: Certified Cheque or Money Order
 (100% of the Total Bid Price-due at time of tender)

PRICES ARE FIRM FOR: 60 days

This Tender includes addendum number(s) _____ to _____

COMMENTS: _____

I/We certify that I/we have the authority to bind the company.

COMPANY NAME

AUTHORIZED SIGNATURE

ADDRESS

NAME (PRINT OR TYPE)

CITY AND POSTAL CODE

TITLE

TELEPHONE NUMBER

FAX NUMBER

E-MAIL ADDRESS

DATE

NOTE: Failure to sign this page will result in non-acceptance of this Tender.

NOTICE OF "No Bid"

Corporation of the City of Kitchener Purchasing Division

200 King St. W., 4th Floor
Kitchener ON N2G 4G7
Phone: 519-741-2218
Fax: 519-741-2222

Tender No.: **T08-094**
Closing Date: **Thursday October 23rd, 2008**

IMPORTANT – PLEASE READ THIS

It is important that the City receive a reply from all invited bidders. There is no obligation to submit a quotation or tender, however, should you choose not to bid, completion of this "No Bid" form will assist the Municipality in determining the type of goods or services for which you may have an interest in bidding, in the future. This "No Bid" form may be faxed back to 519-741-2222.

INSTRUCTIONS

If you are unable, or do not wish to submit a tender, please complete the following portions of this form. State your reason for not bidding by checking applicable boxes or by explaining briefly in the space provided. It is not necessary to return any other tender documents. Just return the completed form in the enclosed quotation return envelope prior to the official closing date.

1. We do not manufacture/supply this commodity
2. We do not manufacture/supply to this specification
3. Unable to quote competitively
4. Cannot handle due to present plant load
5. Quantity/job too large
6. Quantity/job too small
7. Cannot meet delivery/completion requirements
8. Agreements with distributors/dealers do not permit us to sell direct
9. Licensing restrictions

Other reasons or additional comments:

Do you wish to bid on these goods/services in the future? Yes No

Company Name:

Address:

Name & Position:

Phone Number:

Fax Number: