



Tender # MO-Fleet-1021

## Procurement of three (3) 2021 or 2022, Full-size Half-ton 4x4 Trucks

Tenders must be received by email or mail at the Town of La Ronge by:  
**11:59am CST, November 8, 2021.**

All tender documents must be submitted no later than the above-mentioned time to:

Town of La Ronge  
Box 5680, 701 Hildebrand Drive  
La Ronge, SK Canada  
Attn. Stacia Selinger  
Fax: 306-420-6003  
Email: [publicworks@laronge.ca](mailto:publicworks@laronge.ca)



Town of La Ronge

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## 1 Instructions to Bidders

1. The Town of La Ronge is requesting Bidder's pricing for four **2021 Full-size Half-ton Trucks**, which is to include all standard vehicle features and all vehicle features listed in "*Detailed Vehicle Specification*" spec sheet. Notwithstanding any provision in the listed specifications or other provision of this Tender document, where minimum specifications are not met, specifications which will in the opinion of the Town of La Ronge provide sufficient capacity; size or performance for its requirements may be accepted in accordance with the Terms and Conditions of this Tender.

Tenders will be received until 11:59am **Saskatchewan CST Time, November 8<sup>th</sup>, 2021.**

2. **Due to COVID-19, there will be no public openings of Tenders.** The Town of La Ronge publishes Tender opportunities on Sasktenders in order to comply with the New West Partnership Trade Agreement.

3. Tender document questions shall be directed to:

- a. Manager of Public works and Utilities, Stacia Selinger, 306-420-6003, [publicworks@laronge.ca](mailto:publicworks@laronge.ca) For the three(3) Public Works trucks listed in the "*Detailed Vehicle Specification*" spec sheet
- b. Questions will be answered within 24 hours up until 24hours before the submission deadline (November 8 2021, 11:59CST)

4. When submitting your Tender, you must submit the *Bid Form* of the Tender you are bidding on, and include the *Detailed Vehicle Specification* spec sheet along with pictures of the vehicle being offered. The original tender package should also be included. All unit prices must be clearly indicated. **Tenders via email are accepted.** Send to Stacia Selinger [publicworks@laronge.ca](mailto:publicworks@laronge.ca).

The Bid must not be restricted by a statement added to the *Tender Bid Form* or by a covering letter, or by alterations to the *Tender Bid Form* supplied unless otherwise provided herein. Adjustments to a Tender already submitted will not be considered.

The Tender must be signed in the space provided on the *Bid Form* with the signature of the authorized signing authority of the firm bidding. If a joint bid is submitted, it must be signed and addressed on behalf of the bidder.

5. Prices quoted are to be net prices and are to remain firm during the effective dates of this Tender. All pricing provided are to be in Canadian Currency only, and shall be inclusive of all applicable taxes, duties and fees at the time of the Tender closing, where applicable and shall be F.O.B. any point in the Town of La Ronge.
6. If a discrepancy is found between the “Unit Price” and the “Extension”, the “Unit Price” shall govern in all instances. The Town of La Ronge reserves the right to correct such errors in the extensions, and re-total all amounts shown and consider the corrected total price as the Bidder’s intention once Tenders are compared.
7. Requests for prices received on previous Tenders will not be fulfilled.
8. The Town of La Ronge reserves the right to accept all or part of this Tender.
9. The Town of La Ronge reserves the right to cancel any order or Tender if the goods or services are unsatisfactory.
10. The Town of La Ronge also reserves the right to delete any portion of the work from the contract should it be deemed in the best interest of the Town to do so.
11. The obligations and rights of Bidders shall be those expressed herein. No terms, either implied or verbally expressed shall affect, restrict or in any way vary the written terms of this invitation to Tender. Not to limit the generality of the foregoing, no terms may be implied by virtue of custom or usage.
12. The rights of the parties shall be governed by and the contractual terms shall be interpreted in accordance with the laws of the Province of Saskatchewan.
13. The bids shall be open and irrevocable for thirty (30) calendar days from the Tender closing time and date.
14. Any Tender is not necessarily accepted furthermore, the lowest bidder isn’t necessarily the awarded Tender.
15. The Town reserves the right to give preference to the Bidder whose Tender includes any material, specifications or methods of execution that are deemed by the Town to be superior to those of any other Bidder for this Tender.

16. The specifications list only the major details of the unit. As such, it is the Bidder's sole responsibility to deliver a fully equipped vehicle with the appropriate compatible components to provide dependable efficient services. 3<sup>rd</sup> party is permitted to install the features if the bidder chooses, however the final product and defects is the sole responsibility of the bidder.
17. The vehicle must meet all applicable Canadian Standards and have accepted standards such as CSA, ULC, EN, IEC and the vehicle must be legally sold in Canada.
18. Bidders not responding to this Tender will be removed from the Bidder's list if they have shown to not specifically meet any of the requirements of this Tender.
19. With respect to Tendering or Bids, the Town reserves the right to refuse any or all Tenders, Bids or Proposals where the Town deems it to be in the best interest of the Town to do so having regard, but not limited to questions of quality supply and service, timelines, performance trustworthiness, solvency, monies owing or due to the Town and the existence or potential of legal disputes or conflicts with the Town of La Ronge.
20. Unit pricing must be extended and totalled accordingly.
21. Exterior and interior pictures must be provided along with the bid of the vehicle being offered.
22. The Town of La Ronge is willing to sign off on any potential fleet discounts.
23. The conditions outlined herein shall be part of the Tender.
24. Should a dispute arise from the Terms and Conditions of this Tender regarding meaning, intent or ambiguity, the decision of the Town of La Ronge shall be final.
25. The conditions outlined herein shall be part of the Tender.

## 2 Tender Process

Tenders received by the Town of La Ronge **after 11:59am, Saskatchewan CST on Thursday November 4, 2021** will not be considered.

Tender submission will include the completed *Detailed Vehicle Specification* spec sheet along with *Bid Form*.

Upon closing, the Town will review all Tenders for completeness requirements of this Tender. The Town will give favorable consideration to the Bidder meeting all the specifications required and providing the lowest bid, taking into consideration of such factors as suitability, price, availability, parts availability, warranty and ongoing service and historical relationship with the Town of La Ronge.

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## 3 Schedule

The following is the projected timeline of this Tender. Date of the delivery is approximate only and is flexible however, the awarded tender is expected to have it delivered by the final date.

**Tender Release Date:** October 25, 2021

**Tender Closing Date:** November 4, 11:59am

**Delivery of Final Product – La Ronge SK:** TBD upon award

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## 4 Requirements | Scope of Work

### 4.1 Project Goal

**Competitively procure three new half-tonne 4x4 trucks for use in the Town of La Ronge municipal operations fleet with the option to trade 2 used fleet units in accordance with the Town of La Ronge policy Number:FA-001 (purchasing policy)**

**The units to trade are:**

Make and model	Km	Vin	Condition
2001 F150 2WD	147 052	2FTZF17271CA01921	Used (not in use)
2003 F150 XL 2WD	86 853	2FTRX17203CA74791	Used (in use)

### 4.2 Bidder Qualifications

The successful Bidder must be able to meet and prove the following qualifications:

- Successful Bidder's must be able to provide a valid business license from the bidder's jurisdiction.
- The successful bidder must present a valid business license before any operations begin.

**Evaluation Criteria:**

1. Ability to meet all specifications
2. Price\*
3. Delivery date
4. Trade Value
5. Warranty
6. Vendor and warranty location

\* **Local Preference** - Municipal employees will maximize the use of local businesses in the acquisition of goods and services. Generally, the following criteria will apply to support local and regional businesses:  
 (1) within 10% of the lowest price for businesses located within town;  
 (2) within 5% of the lowest price for businesses located within the La Ronge region (Air Ronge, LLIB, and Norther Saskatchewan Administrative District (NSAD)).

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## **5      Vehicle Detailed Specifications**

The following *Vehicle Detailed Specification* Spec sheets must be used in the evaluation to determine the successful Bidder.

### 5.1 Public Works *Detailed Vehicle Specification* Sheet

2021 or 2022 Full-size Half-tonne 4x4												
						Meets Requirements						
	Description					Yes	No	Comments				
<b>Powertrain</b>												
1	Must be V8 - Gasoline only											
2	Block heater											
3												
4												
5	Automatic Transmission											
6	4x4 capabilities											
<b>Suspension / Body</b>												
7	Full-size cab (must have 4 doors)											
8	Long box (6.5')											
9	Factory sprayed in bedliner											
10	Factory installed mud flaps (all 4 wheels)											
11	Anti-corrosion undercoating											
12	Exterior of vehicle must be white											
13	Factory LED headlamps/Rear lamps											
14	Factory installed Tow Group Package which would include: Tow/haul mode, Trailer brake controller, Tow mirrors etc.											
15	Backup camera (factory)											
16	Coil or leaf suspension (no air suspension)											
17	Tires – Minimum 8 ply all terrain tires											
18	Must have suitable place to mount fire extinguisher and first aid kit											
19												
20	Must have LED strobe beacon/bar type for top of cab and grille lights											
21												

Interior				
22	Black or grey interior preferred			
23	Power windows & locks			
24	Power front cloth bucket seats with covers			
25	Factory installed rubber floor mats			
26	No sunroof			
27	Side steps (factory) (no power running boards must be fixed)			
28	Ultra luxury items <b>prohibited</b> these would include: air conditioned front seats, massaging seats, leather seats, heads up display (HUD) etc.			
29	Bluetooth hands free mobile controls preferred			
30	Must include A/C			
31				
Miscellaneous				
32	Factory command start			
33	Dealer must include programmed 2 keys for the vehicle (keyless entry - Push button start allowed)			
34	Order line sheet to be provided			
35	Min Basic Powertrain warranty (5) years/150,000km or better.			
36	Min Basic warranty of (3) years/60,000km or better.			
37	Copy of warranty statement to be included			
38	Vehicle must be fully serviced upon delivery (Faults in workmanship and materials shall be repaired prior to delivery)			
39	Must state delivery date. When scheduled delivery is not met, or if there are delays in manufacturing, this may be considered sufficient cause to cancel this order.			



40	All taxes (tire tax included) must be included in the bid price. Any additional costs will not be paid.			
41	Out fitting costs will form part of overall cost evaluation			
42	Must provide pictures of the product being offered.			
43	Trade value for 2001 F150 2WD			
44	Total price including trade value			
45	Total price excluding trade value			

## 5.2 Public Works *Detailed Vehicle Specification* Sheet

	<b>2021 or 2022 Full-size Half-tonne 4x4</b>											
						Meets Requirements						
	Description					Yes	No	Comments				
<b>Powertrain</b>												
1	Must be V8 - Gasoline only											
2	Block heater											
3												
4												
5	Automatic Transmission											
6	4x4 capabilities											
<b>Suspension / Body</b>												
7	Full-size cab (must have 4 doors)											
8	Long box (6.5')											
9	Factory sprayed in bedliner											
10	Factory installed mud flaps (all 4 wheels)											
11	Anti-corrosion undercoating											
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15	Backup camera (factory)											
16	Coil or leaf suspension (no air suspension)											
17	Tires – Minimum 8 ply all terrain tires											
18	Must have suitable place to mount fire extinguisher and first aid kit											
19												
20	Must have LED strobe beacon/bar type for top of cab and grille lights											

21				
<b>Interior</b>				
22	Black or grey interior preferred			
23	Power windows & locks			
24	Power front cloth bucket seats with covers			
25	Factory installed rubber floor mats			
26	No sunroof			
27	Side steps (factory) (no power running boards must be fixed)			
28	Ultra luxury items <b>prohibited</b> these would include: air-conditioned front seats, massaging seats, leather seats, heads up display (HUD) etc.			
29	Bluetooth hands free mobile controls preferred			
30	Must include A/C			
31				
<b>Miscellaneous</b>				
32	Factory command start			
33	Dealer must include programmed 2 keys for the vehicle (keyless entry - Push button start allowed)			
34	Order line sheet to be provided			
35	Min Basic Powertrain warranty (5) years/150,000km or better.			
36	Min Basic warranty of (3) years/60,000km or better.			
37	Copy of warranty statement to be included			
38	Vehicle must be fully serviced upon delivery (Faults in workmanship and materials shall be repaired prior to delivery)			

39	Must state delivery date. When scheduled delivery is not met, or if there are delays in manufacturing, this may be considered sufficient cause to cancel this order.			
40	All taxes (tire tax included) must be included in the bid price. Any additional costs will not be paid.			
41	Out fitting costs will form part of overall cost evaluation			
42	Must provide pictures of the product being offered.			
43	Trade value for 2003 F150 XL 2WD			
44	Total price including trade value			
45	Total price excluding trade value			

### 5.3 Public Works *Detailed Vehicle Specification Sheet*

2021 or 2022 Full-size Half-tonne 4x4												
						Meets Requirements						
	Description					Yes	No	Comments				
<b>Powertrain</b>												
1	Must be V8 - Gasoline only											
2	Block heater											
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4												
5	Automatic Transmission											
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<b>Suspension / Body</b>												
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