

**Village de Memramcook
Request for Quotation
Tender Number: MEM-2023-04**

For

**TENDER FOR SUPPLY AND DELIVERY OF ONE (1) NEW
FAIRWAY MOWER**

Issued: **Wednesday, December 20th 2023**

Quotation Submission Deadline: **Friday, January 12th 2024 @ 10:00AM**

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IMPORTANT INFORMATION

Issue Date of RFQ	Wednesday, December 20th 2023
Quotation Submission Deadline	Friday, January 12th 2024 - 10:00 am

The RFQ timetable is tentative only and may be changed by the Village of Memramcook at any time prior to the Quotation Submission Deadline.

All Quotations shall be submitted on the **BID SHEET** supplied by the Village of Memramcook. Please note that quotations must be dated and signed by an authorized signing authority.

QUOTATIONS ARE TO BE HAND DELIVERED IN A SEALED ENVELOPE. TENDERS BY FAX, EMAIL OR MAIL WILL NOT BE CONSIDERED.

THE NAME OF THE TENDERING COMPANY SHALL BE CLEARLY MARKED ON THE ENVELOPE ALONG WITH THE TENDER NUMBER AND CLOSING DATE TO:

VILLAGE DE MEMRAMCOOK
540, rue Centrale Street
1st Floor Reception Desk
Memramcook, NB
E4K 3S6

Quotations must be received by the Village of Memramcook not later than Friday January 12th 2024 at 10:00am local time at which time there will be a public opening in the Village of Memramcook council chambers. No award will be made at the tender opening.

The price quoted must be net prices for the equipment; F.O.B. delivered to the Village de Memramcook Golf Course located at 54 Parc Road, Memramcook. **Quoted price shall be in Canadian funds and include freight; duty, rates and charges, which are applicable at the time of quote submission.** It is the responsibility of the bidder to find out from the appropriate authorities what taxes, rates and charges are applicable to this quote.

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A copy of this document is available on the New Brunswick Opportunities Network (NBON) website: <https://nbon-rpanb.gnb.ca/>, the village of Memramcook website: <http://memramcook.com> or at the Village of Memramcook 1st Floor Reception Desk.

In the event of award, the quotation amount shall constitute the full and complete amount, which shall be paid to the vendor for the purpose of this quotation. A quotation is binding and irrevocable on the person(s) submitting the quotation until such time as he/she receives formal notification by mail, email or facsimile of the rejection of his/her quotation.

The Village reserves the right to award in its best interest, and may decide to award or to not award. Quotations with the lowest bid, or any, may not necessarily be accepted.

The Village de Memramcook shall make the final determination as to acceptability of product being quoted. The decision to allow or not allow an approved equal will be the sole decision of the Village of Memramcook. The Village reserves the right to inspect any vehicle and/or equipment as a result of this tender and shall be the sole judge as to whether the vehicle and/or equipment being supplied meet the basic requirements of the sports and recreations Department.

Product literature should be supplied with quotation or bid may be rejected. Vendors bidding an approved equal are responsible to provide the Village de Memramcook with enough technical information & literature and references in order to make a decision on whether to accept as an approved equal.

The equipment will include any part or component not specifically mentioned yet which is deemed standard and necessary to provide a complete unit, serviced and ready to work. The equipment will adhere to current labour, health, safety and environmental regulations applicable to such machinery in New Brunswick.

The equipment shall be new, incorporating the manufacturer's latest design and production standards.

Prior to delivery, the new trim and surround mower will be inspected for compliance to order description. Any deficiencies will be required to be corrected before payment for that particular unit is approved or an appropriate credit adjustment is agreed upon.

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Addendums may be issued during the bid period. All addendums become part of the Quotation Documents and must be included with the BID SHEET. Include associated costs with respect to requirements of addendums in Tender Price.

All questions or information regarding this Quotation should be forwarded to Philippe Vachon. Please reference the tender number, closing date, and paragraph/page numbers to ensure a prompt, accurate reply.

Philippe Vachon
Golf Course Manager
Village de Memramcook
Tel: (506) 758-4078
Fax : (506) 758-4079
Email: golf@memramcook.com

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TECHNICAL SPECIFICATIONS:

The following specifications are required minimum specifications:

	SPECIFY (or yes/no)
-Brand, Model and Year	_____
- New, <u>not previously used</u>	_____
- FAIRWAY MOWER	_____
- Horsepower 24.8 HP	_____
- Rear mounted engine	_____
- Fuel type Diesel	_____
- 3 cylinders, liquid cooled diesel	_____
- Fuel capacity 28.4L	_____
- 3 Wheel Traction Drive	_____
- Hydraulic power steering, tilt wheel	_____
- Equipped with 5 reels and rollers (diameter of 12.7cm)	_____
- Park brake activation – Hand Lever	_____
- Width of Cut minimum 254cm	_____
- Cutting height range 0.25 inch to 1.5 inch	_____
- Golf Ball Protection	_____
- Rear Roller Brush Kit	_____
- Shade Canopy	_____
-Manufacturer's specifications	_____

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(Manufacturer's specifications and description shall be submitted with each bid. Insufficient descriptive information may be cause for rejection of the bid)

Additional information

- Warranty: Bidder to list basic factory warranties and include pricing for optional extended warranties for evaluation. A Certified Warranty / Service Dealer must be located within 200km from 54 Chemin du parc rd, Memramcook.
- Dealer quoted price shall include all freight charges, dealer preparation, and any other related costs required to meet the requirements of this specification.
- A member of the Village of Memramcook shall carry out a specification inspection on the vehicle prior to accepting the delivery.
- The dealer must supply two complete sets of service and shop manuals to be delivered with the equipment.
- Equipment must be delivered as soon as available following tender awarding.

BID SHEET

The Undersigned hereby agrees to supply ONE (1) FAIRWAY MOWER, meeting the above specifications and in accordance with the terms and conditions stated therein and will accept in full payment the following price:

Year: _____ **Make:** _____ **Model:** _____

QUOTED TENDER PRICE:\$ _____
(HST 15% INCLUDED)

Delivery Date: _____

(Number of calendar days in which delivery will be made after receipt of order)

Warranty: _____
(Warranty certificate must be attached with tender submission.)

Optional Extended Warranty price (incl HST): _____
(Not included in tender price, for evaluation only, attach details to Bid Sheet)

Dated, Signed and submitted for and on behalf of:

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

TELEPHONE: _____ FAX: _____

EMAIL: _____

SIGNATURE OF AUTHORIZED OFFICIAL: _____

NAME (PRINTED): _____

DATE: _____