

FORM A: BID
(See B7)

1. Contract Title SUPPLY & DELIVERY OF PASSENGER VEHICLES

2. Bidder

Name of Bidder

Street

City

Province

Postal Code

Facsimile Number

(Mailing address if different)

Street or P.O. Box

City

Province

Postal Code

The Bidder is:

(Choose one)

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Bidder hereby authorizes the following contact person to represent the Bidder for purposes of the Bid.

Contact Person

Title

Telephone Number

Facsimile Number

E-mail Address

4. Definitions

All capitalized terms used in the Contract shall have the meanings ascribed to them in the General Conditions and D3.

5. Offer

The Bidder hereby offers to perform the Work in accordance with the Contract for the price(s), in Canadian funds, set out on Form B: Prices, appended hereto.

6. Commencement of the Work

The Bidder agrees that no Work shall commence until he is in receipt of a notice of award from the Award Authority authorizing the commencement of the Work.

7. Contract The Bidder agrees that the Bid Opportunity in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Bid.

8. Addenda The Bidder certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract:

No.	_____	Dated	_____
	_____		_____
	_____		_____

9. Time This offer shall be open for acceptance, binding and irrevocable for a period of sixty (60) Calendar Days following the Submission Deadline.

10. Signatures The Bidder or the Bidder's authorized official or officials have signed this _____ day of _____, 20____ .

Signature of Bidder or
Bidder's Authorized Official or Officials

(Print here name and official capacity of individual whose signature appears above)

(Print here name and official capacity of individual whose signature appears above)

FORM B: PRICES
 (See B8)

SUPPLY & DELIVERY OF PASSENGER VEHICLES

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE	AMOUNT
1.	Sport Utility Vehicle (WFMA)	1012	(Each)	(1)	\$ _____	\$ _____
2.	Compact Diesel Wagon (Parking Authority)	1011	(Each)	(5)	\$ _____	\$ _____

TOTAL BID PRICE (GST and MRST extra) (in figures) \$ _____

(in words) _____

 Name of Bidder

FORM N: DETAILED SPECIFICATIONS 1011

1.0 DESCRIPTION OF EQUIPMENT AND PERFORMANCE-

- 1.1 These specifications describe **Passenger Vehicles**, and other equipment and features as specified herein.
- 1.3 The **Passenger Vehicles** and all other items/components shall be the manufacturer's latest models. The vehicles shall be furnished complete and ready for operation. Any parts or accessories not specifically mentioned, but which are required to complete and place the vehicles in successful operation shall be furnished as though specifically mentioned in these specifications. The complete passenger vehicles, and all parts thereof, shall conform in strength and quality of material and workmanship, to the best standards and engineering practice of the industry.

2.0 OTHER SPECIFICATIONS AND STANDARDS-

- 2.1 All applicable SAE standards form an integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 2.2 The **Passenger Vehicles** and all its components and attachments shall comply with the applicable regulations:

[Highway Traffic Act = http://web2.gov.mb.ca/laws/statutes/ccsm/h060e.php](http://web2.gov.mb.ca/laws/statutes/ccsm/h060e.php)

[Manitoba Motor Vehicle Act = http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/menu.htm](http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/menu.htm)

[Canadian Motor Vehicle Safety Standards, CMVSS = http://www.gnb.ca/0062/regs/83-163.htm](http://www.gnb.ca/0062/regs/83-163.htm)

[Transport Canada = http://laws.justice.gc.ca/en/notice/index.html?redirect=%2Fen%2FM-10.01%2F250448.html](http://laws.justice.gc.ca/en/notice/index.html?redirect=%2Fen%2FM-10.01%2F250448.html)

[National Safety Mark, NSM = http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/regulations/mvsrg/001/mvsr3-5.html](http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/regulations/mvsrg/001/mvsr3-5.html)

[Manitoba/Winnipeg Safety and Health Act = http://web2.gov.mb.ca/laws/statutes/ccsm/w210e.php](http://web2.gov.mb.ca/laws/statutes/ccsm/w210e.php) and <http://www.gov.mb.ca/labour/safety/>

[Canadian Standards Association, CSA = http://www.csa.ca/about/Default.asp?language=english](http://www.csa.ca/about/Default.asp?language=english)

[Under Writers of Canada, U/L = http://www.ulc.ca/](http://www.ulc.ca/)

[Society of Automotive Engineers, SAE = http://en.wikipedia.org/wiki/Society_of_Automotive_Engineers](http://en.wikipedia.org/wiki/Society_of_Automotive_Engineers)

- 2.3 It will be the responsibility of the Bidder to inform the City of any deficiencies in these specifications, for under this Contract the Contractor shall be held responsible for the design, performance, reliability and satisfactory operational function of the units.

3.0 QUALIFICATIONS OF MANUFACTURER / BIDDER-

- 3.1 Manufacturers of Passenger Vehicles must have of five (5) continuous years of experience manufacturing Passenger Vehicles equipment of the type being offered.
- 3.2 The Bidder shall be an authorized distributor/supplier of the Diesel Passenger Vehicles being bid.

4.0 SERVICE FACILITY-

- 4.1 For the purpose of warranty repairs, the Bidder shall have an authorized service facility located within 10 km of the boundaries of the City of Winnipeg. The facility, or a portion thereof, shall be dedicated to the service and maintenance of the type equipment being offered. Bidders shall provide a description of the service facility including, but not limited to, number of qualified service staff, years of service experience, and general service capabilities within three (3) Business Days upon request of the Contract Administrator.

5.0 ELIGIBLE MAKE AND MODELS-

- **TDI GOLF WAGON COMFORT LINE (SPEC REFERENCE 1011/ DEPARTMENT PARKING AUTHORITY) SEE FORM B: PRICES**
- **TIGUAN TRENDLINE 4MOTION (SPEC REFERENCE 1012/ DEPARTMENT WINNIPEG FLEET MANAGEMENT AGENCY) SEE FORM B: PRICES**

6.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS-

- 6.1 Each bid will be evaluated based on adherence to all terms, conditions and requirements outlined in the Bid Opportunity package.
- 6.2 All items in these specifications must be answered indicating compliance or non-compliance. **BIDDERS SHALL STATE "YES" FOR COMPLIANCE OR STATE DEVIATION**, or give reply where requested to do so. Deviations shall be clearly stated and fully detailed.
- 6.3 **EACH BIDDER IS REQUIRED TO FILL IN EVERY BLANK. FAILURE TO DO SO MAY BE THE BASIS FOR REJECTION OF BID**

7.0 SPECIFICATIONS-

- | | | |
|-----------------------|---|-------|
| 7.1. Wheelbase | State- | _____ |
| 7.2. Engine | Fuel injection, diesel, state
Displacement- | _____ |
| 7.3. Fuel consumption | State city rating, L/100km | _____ |
| 7.4. Block heater | Required with cord through grille | _____ |
| 7.5. Coolant | Extended Life Coolant, -35°C | _____ |
| 7.6. Battery | State CCA- | _____ |
| 7.7. Transmission | Automatic | _____ |
| 7.8. Steering | Power | _____ |
| 7.9. Brakes | Power with ABS | _____ |
| 7.10. Wheels | Standard manufacturer's wheels, without
locking nuts | _____ |

7.11. Tires - front & rear	BSW all season radials, state size-	_____
7.12. Tire Manufacturer	State make & model-	_____
7.13. Spare wheel & tire	Required with carrier	_____
7.14. Floor covering	Carpeting with throw-in rubber floor mats, front and rear	_____
7.15. Mirrors	Interior rear-view & dual exterior	_____
7.16. Windshield	Tinted	_____
7.17. Windshield wipers	Intermittent	_____
7.18. Wiper blades	Winter blades with heavy duty rubber boot	_____
7.19. Ignition keys	Three (3) sets required	_____
7.20. Air conditioning	Required	_____
7.21. Tilt steering	Required	_____
7.22. Cruise control	Required	_____
7.23. Door locks	Power	_____
7.24. Remote keyless entry	Two (2) required	_____
7.25. Windows	Power	_____
7.26. Seats - Front	Two (2) bucket seats, cloth or cloth and vinyl	_____
	- Rear Standard seat, cloth or cloth with vinyl trim	_____
7.27. Rear window defroster	Electric	_____
7.28. Radio	AM-FM with CD player	_____
7.29. Air bags	Required, front driver's and passenger	_____
7.30. 12-Volt power point	Required	_____
7.31. Bluetooth® technology	Required for use with cellular phones, "hands-free" capable, voice command activated through vehicle's radio circuit	_____
7.32. Fuel tank	Fully fuelled upon delivery	_____
7.33. Colour -	Exterior White, state interior colour options-	_____
7.34. First Aid Kit	Required, state location -	_____
7.35. Fire Extinguisher	(5) ABC Type, state location -	_____

8.0 TRAINING-

8.1 The Contractor shall be required to provide training (at the Contractor's expense) for the City of Winnipeg maintenance and operating personnel. The training shall be divided into two separate sessions, one for maintenance personnel and one for operating personnel. The training shall be conducted in separate or combined sessions for each group of personnel.

The duration of the sessions shall be as long as required for adequate familiarization and orientation of the equipment to the satisfaction of the Contract Administrator.

The training shall be conducted within two (2) calendar weeks from the date of delivery and shall be coordinated through the Contract Administrator.

The training shall be conducted in Winnipeg at a time and location designated by the Contract Administrator.

Pricing should be based one half (1/2) Business days for maintenance personnel and one half (1/2) Business days for operating personnel.

Note: The first payment of the contract on the equipment will not be issued until successful completion of training has been conducted to the satisfaction of the Contract Administrator.

8.2 Training Aids:

8.3 What is the recommended minimum training duration for:

Primary unit:

For major attachments (if applicable):

8.4 **State what other training aids are available (videos, CDs).**

For the primary unit:

For major attachments (if applicable):

8.5 Training Materials and applicable manuals or on-line training material information must be provided to the Operator Training Branch of Public Works at the earliest possible opportunity, no later than (4) weeks prior to delivery, when supplying vehicles, equipment and related attachments. Send these materials, preferably in both electronic format and hard copy (training videos are to be supplied on either CD or DVD) to:

**Public Works Safety and Operator Training Division
Operator Training Branch
2nd Floor, Building "B", 1500 Plessis Road
R2C 5G6**

E-mail: pwd-opertrain@winnipeg.ca

Attn: Equipment Training Coordinator - Pending Equipment Delivery _____

8.6 **State manufacturer's accreditation or certification for training-** _____

9.0 WARRANTY-

9.1 The warranty requirements shall be a minimum of three (3) years or 60 000 km, parts and labour inclusive with no deductible, "bumper to bumper" on the complete vehicles. _____

9.2 **Please provide optional price \$\$ for extended warranty options-** _____

9.3 Upon request, complete details of warranties shall be made available within twenty-four (24) hours of the request of the Contract Administrator. _____

10.0 LITERATURE-

10.1 Bidders shall submit within twenty-four (24) hours upon request of the Contract Administrator, current descriptive, detailed literature on the equipment being bid. _____

11.0 DELIVERY-

11.1 **Delivery Point-** The complete unit shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid, including invoice and N.I.V.S. (if applicable) to the WFMA 185 Tecumseh Street, Winnipeg MB. _____

11.2 **Delivery Time-** Within **sixteen (16) calendar weeks** from the date of official notification of award of contract. Equipment shall be delivered between 8:00 am and 3:00 pm on Business Days. _____

11.3 **Delivery Contact-** The Contractor shall contact the Contract Administrator prior to delivery of the equipment. _____

11.4 **P.D.I-** A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list _____