

FORM A: BID
(See B7)

1. Contract Title SUPPLY & DELIVERY OF CROSS-OVER VEHICLES

2. Bidder

Name of Bidder

Usual Business Name of Bidder as it appears on Invoice (if different from above)

Street

City

Province

Postal Code

(Mailing address if different)

Email Address of Bidder

Facsimile Number

Street or P.O. Box

City

Province

Postal Code

(Choose one)

GST Registration Number (if applicable)

The Bidder is:

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

Email 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/she 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 CROSS-OVER VEHICLES

UNIT PRICES

| ITEM NO. | DESCRIPTION | SPEC. REF. | UNIT | QUANTITY | UNIT PRICE |
|----------|--------------------|------------|------|----------|------------|
| 1. | Cross Over Vehicle | 12026 | Each | 5 | |

Name of Bidder

FORM N: DETAILED SPECIFICATIONS 12026

- 1.1 The Supply & Delivery of the Cross-Over Vehicles shall be a new 2012 or 2013 model year. The vehicles shall be furnished complete and ready for use by the Contractor. All parts not specifically mentioned but which are required to complete and place the vehicles into successful operation shall be furnished as though specifically mentioned in these specifications.
- 1.2 It will be the responsibility of the Bidder to inform the City of any errors or omissions in these specifications, for under this Contract the Contractor shall be held responsible for the satisfactory operational function of the vehicles.
- 1.3 All items in these specifications must be answered indicating compliance or non-compliance. Bidders shall state "yes" for compliance or state deviation, or give a reply where requested to do so. Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.
- 1.4 Each bidder is required to fill in every blank. Failure to do so may be used as a basis for rejection of bid.
- 1.5 All applicable SAE standards form an integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 1.6 The **Cross-Over 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)

2.0 **SERVICE FACILITY-**

- 2.1 For the purpose of warranty repairs, the supplier shall have an authorized service facility located within 10 kilometres 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. Further to B9.1, 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.

3.0 STATE MAKE & MODEL- _____

4.0 GENERAL SPECIFICATIONS-

4.1 Seating- Leather, Seating Capacity for 5 _____

4.2 Driveline- AWD System or 4 wheel drive system _____

4.3 Transmission- Automatic _____

4.4 Wheelbase- Approximate 111.2" _____

4.5 Wheels- Chrome or aluminum, **state** size- _____

4.6 Exterior Dimensions-
Wheelbase [in] 111.2, **state-** _____

Length [in] 184.2 **state-** _____

Height [in] 67 **state-** _____

Width - Excluding Mirrors [in] 76 **state-** _____

Width - Including Mirrors [in] 87.5 **state-** _____

Width - Mirrors Folded [in] 79.1 **state-** _____

Front Track [in] 65.4 **state-** _____

Rear Track [in] 65.2 **state-** _____

Estimated Curb Weight (lbs.) approx. 4000-4500 lbs.
state- _____

4.7 Interior Dimensions-

Head Room - First Row [in] 40 _____

Head Room - Second Row [in] 39.3 _____

Leg Room - First Row [in] 40.7 _____

Leg Room - Second Row [in] 39.6 _____

Hip Room - First Row [in] 54.8 _____

Hip Room - Second Row [in] 56.1 _____

Shoulder Room - First Row [in] 58.9 _____

Shoulder Room - Second Row [in] 58.7 _____

Back to Top Capacities _____

Passenger Volume [cu. ft.] 108.4 _____

| | | | |
|------------|-------------------------|------------------------------------------------------------------------------------------------------------|-------|
| | | Cargo Volume Behind First Row [cu. ft.] 68.9 | _____ |
| | | Cargo Volume Behind Second Row [cu. ft.] 32.2 | _____ |
| 4.8 | Engine- | V6 Engine, Horsepower 240-285, with block heater | _____ |
| 4.9 | Brakes- | Power 4-wheel disc with Anti-lock Braking System (ABS) With Traction Control and Roll Stability Control | |
| 4.10 | Color- | Exterior color , grey- | _____ |
| 4.11 | Floor mats- | Cloth and winter mats required | _____ |
| 4.12 | Navigation- | Voice activated navigation system required | _____ |
| 4.13 | Driver Entry package- | Remote power tailgate, keyless entry (bush button Under driver's door, and remote start. | _____ |
| 4.14 | Cargo package- | Rear cargo mat, privacy cover, rear bumper protector | _____ |
| 4.15 | Camera- | Rear view | _____ |
| 4.16 | Radio- | Hand Free Blue Tooth | _____ |
| 5.0 | <u>WARRANTY-</u> | | |
| 5.1 | Warranty- | Bumper to Bumper: 3 years / 60,000 kilometers | _____ |
| | | Powertrain: 5 years / 100,000 kilometers | _____ |
| | | Safety Restraint System: 5 years / 100,000 kilometers | _____ |
| | | Corrosion (Perforation Only): 5 years / Unlimited kilometers | _____ |
| | | Roadside Assistance Program: 5 years / 100,,000 Kilometers | _____ |

6.0 TRAINING-

6.1 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 on two (2) business days for maintenance personnel and two (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.

6.2 Training Aides:

a) On the type of equipment being offered, state if CD Rom training aides or on-line training are available-

What is the recommended minimum training duration for:

Primary unit-

For major attachments (if applicable):

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

For the primary unit-

For major attachments (if applicable):

6.3 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 Department, Human Resources Division Equipment Operator Training Branch

102-1155 Pacific Avenue
Winnipeg, MB
R3E 3P1

Leanne Chetyrbok
Equipment Operator Training Consultant

Cell: (204) 451-3793
Contact e-mail: lchetyrbok@winnipeg.ca

7.0 **TECHNICAL SERVICE/PARTS MANUALS & OWNERS MANUALS-**

7.1 Two (2) sets of technical service, parts manuals and owner's manuals are required, CD preferred

8.0 **DELIVERY-**

- 8.1 Delivery Point- The complete Supply & Delivery of the Cross Over Vehicles 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.
- 8.2 Delivery Time- Within (10-16) calendar weeks preferred 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. State earliest delivery time-
- 8.3 Delivery Contact- The Contractor shall contact the Contract Administrator prior to delivery of the equipment.
- 8.4 P.D.I- A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list

FORM O- DATA COLLECTION SHEET

Successful Bidder will be required to complete all applicable fields

| | | |
|--|--|--|
| | | |
|--|--|--|

| CHASSIS ITEMS | | DETAILS from VENDOR |
|-------------------------------|-------------------------------------------|----------------------------|
| MAKE/MANUFACTURER | (e.g. Ford, Volvo, etc.) | |
| MODEL | Enter model (e.g. F-350) | |
| YEAR | (Enter model year) | |
| DISCRIPTION/TYPE | (e.g. Truck, snow blower, mower, tractor) | |
| FUEL TYPE | (e.g. gas, diesel, hybrid, propane) | |
| GVWR | (In pounds [lbs.] and kilograms) | |
| GAWR FRONT | | |
| GAWR REAR | | |
| GCWR | | |
| DIMENSION HEIGHT | (Overall height m) | |
| DIMENSION LENGTH | (Overall length m) | |
| DIMENSION WIDTH | (Overall width m) | |
| WHEELBASE | | |
| DELIVERY DATE | (Confirmed date) | |
| SUPPLIER/DEALER | (Name, phone number, and contact person) | |
| ODOMETER/HOUR METER | (Upon delivery) | |
| V.I.N. NUMBER | | |
| SERIAL NUMBER (if applicable) | | |
| BOX / ATTACHMENT LENGTH | | |
| CAB CONFIGURATION | (Regular, Extended, Crew) | |
| M.G.I NUMBER (if applicable) | | |
| KEY DOOR NUM | | |
| KEY IGNITION NUM | | |
| PAINT CODE | (Exterior colour) | |
| PAINT COLOUR | (Exterior colour) | |
| PAINT TRIM CODE | (Interior code #/colour) | |
| | | |
| | | |
| SERVICE ITEMS | | DETAILS from VENDOR |

| | | |
|-------------------------------|----------------------------------------------------------------|----------------------------|
| ENGINE MAKE | | |
| ENGINE MODEL | | |
| ENGINE SERIAL NUMBER | | |
| ENGINE HORSE POWER | (Enter as xxx H.P. @ xxxx RPM | |
| ENGINE DISPLACEMENT | (In cubic inches and liters) | |
| CPL NUMBER | | |
| ENGINE CYLINDERS | (Number of cylinders) | |
| ENGINE OIL CAPACITY | (Capacity with filter, in liters) | |
| ENGINE OIL FILTER PART NUMBER | (Number of filters and part numbers) | |
| ENGINE OIL TYPE and WEIGHT | (e.g. 15W40, regular or synthetic) | |
| ENGINE AIR FILTER (PRI) | (Make, part number, quantity) | |
| ENGINE AIR FILTER (SEC) | (Make, part number, quantity) | |
| CAB AIR FILTER | (Part number and location) | |
| FUEL TANK CAPACITY | (In liters) | |
| FUEL FILTER # PRIMARY | (Make, part number, and quantity) | |
| FUEL FILTER # SECONDARY | (Make, part number, and quantity) | |
| FUEL SEPARATOR | (Make, part number, and quantity) | |
| COOLANT TYPE | (Heavy-duty, extended life, or regular) | |
| COOLANT CAPACITY | (In liters) | |
| COOLANT FILTER NUMBER | (Part number) | |
| | | |
| TRANSMISSION | | DETAILS from VENDOR |
| TRANSMISSION MAKE | (Enter make & model) | |
| TRANSMISSION SERIAL NUMBER | | |
| TRANSMISSION TYPE | (Hydrostatic, standard, automatic) | |
| TRANSMISSION FLUID CAPACITY | (in liters) | |
| TRANSMISSION FLUID TYPE | (Dextron III, synthetic, weight, etc.) | |
| TRANSMISSION FILTER(S) | (# of filters and part numbers; internal and external filters) | |
| TRANSMISSION FILTER KITS | (Gasket, o-ring, secondary filters etc.) | |
| TRANSMISSION COOLER | (Make and part # applicable) | |
| | | |
| FRONT DIFFERENTIAL | | DETAILS from VENDOR |
| DIFFERENTIAL MAKE | | |
| DIFFERENTIAL MODEL | | |
| DIFFERENTIAL SERIAL # | | |

| | | |
|--------------------------------|-------------------------------------|----------------------------|
| DIFFERENTIAL OIL TYPE | (e.g. 80W90, synthetic) | |
| DIFFERENTIAL CAPACITY | (In liters) | |
| | | |
| REAR DIFFERENTIAL | | DETAILS from VENDOR |
| DIFFERENTIAL MAKE | | |
| DIFFERENTIAL MODEL | | |
| DIFFERENTIAL SERIAL # | | |
| DIFFERENTIAL OIL TYPE | (e.g. 80W90, synthetic) | |
| DIFFERENTIAL CAPACITY | (In liters) | |
| | | |
| TIRES/WHEELS/ETC. | | DETAILS from VENDOR |
| TIRE MANUFACTURER & BRAND | | |
| TIRE SIZE FRONT | | |
| TIRE SIZE REAR | | |
| WHEEL NUT TORQUE | (lb-ft) | |
| WHEEL SPINDLE/HUB OIL CAPACITY | (In liters) | |
| WHEEL SPINDLE/HUB FLUID TYPE | (e.g. 80w90, Dextron, synthetic) | |
| POWER STEERING CAPACITY | (In liters) | |
| POWER STEERING FLUID TYPE | (e.g. ATF or synthetic) | |
| POWER STEERING FILTER # | (Make, part number, quantity) | |
| BRAKE FLUID | (Type; Dot III, IV, V) | |
| BRAKE TYPE | (Hydraulic/air) | |
| | | |
| MISC. | | DETAILS from VENDOR |
| ALTERNATOR | (Enter make, model, part #) | |
| ALTERNATOR AMPS | Integers only (e.g. 105, 125, etc.) | |
| BATTERY MAKE | | |
| BATTERY MODEL OR TYPE | | |
| BATTERY CCA | | |
| BATTERY QTY. | | |
| BATTERY VOLTAGE | | |
| BELT A/C PART # | (Enter make and part number) | |
| BELT COMPRESSOR PART # | | |
| BELT FAN PART # | | |
| BELT ALTERNATOR PART # | | |
| BELT STEERING | (V-belt or serpentine, quantity) | |

| | | |
|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| BELT STEERING PART # | | |
| BELT SERPENTINE | | |
| BELTS OTHER | | |
| COMPRESSOR CFM | (e.g. 13.2, 15, 18) | |
| COMPRESSOR MODEL | (Enter make and model) | |
| COMPRESSOR PART # | | |
| AIR DRYER | (Enter make and model) | |
| AIR DRYER PART/SERIAL # | | |
| AIR DRYER DESCRIANT | | |
| AIR DRYER FILTER | (part number) | |
| AUX. HEATER TYPE | (Diesel, electric, etc.) | |
| AUX. HEATER MAKE | | |
| AUX. HEATER MODEL | | |
| AIR CONDITIONING | (Type, 113 etc.) | |
| AIR CONDITIONING CAPACITY | (lbs) | |
| A/C RECEIVER DRYER PART # | (part, number) | |
| | | |
| SERVICE INTERVALS | | DETAILS from VENDOR |
| INITIAL OIL & FILTER CHANGE | | |
| REGULAR ENG. OIL CHANGE | | |
| TRANSMISSION SERVICE | (TRANS FLUID OR FLUSH AND FILTER) | |
| FUEL FILTER PRIMARY | | |
| FUEL FILTER SECONDARY | | |
| DIFFERENTIAL SERVICE | | |
| FINAL DRIVES SERVICE | | |
| HYDRAULIC SYSTEM SERVICE | | |
| COOLING SYSTEM SERVICE | (FULL CHANGE AND ADDITIVES) | |
| WHEEL NUT TORQUE | (EVERY SERVICE, ONE A YEAR, EVERY KMS) | |
| ONE TIME ADJUSTMENTS | (LIST) | |
| MAJOR ITEM ADJUSTMENTS TO ENGINE, DRIVETRAIN, ETC.) | (TIMING CHAIN, VALVE SET, ETC) | |
| LUBRICATION POINTS | (HOW OFTEN, WHICH POINTS) | |
| | | |
| PREDICTIVE MAINTENANCE ITEMS | Predictive maintenance (PdM) techniques help determine the condition of in-service equipment in order to predict when maintenance should be performed. The ultimate | DETAILS from VENDOR (Intervals in hrs/kms) |

FORM Q-SUSTAINABILITY QUESTIONNAIRE

Product Information

(Yes/No)

Product Sustainability: High Quality, Small Ecological Footprint

1. Have you employed environmentally innovative best practices and/or technologies in the goods you are supplying in this Bid Opportunity as compared to similar goods? If yes, please describe them below.

Describe:

2. Have you obtained 3rd party environmental certifications for any of the products that you are supplying in this Bid Opportunity?

Describe:

3. Have you performed a life cycle assessment of the goods you are supplying in this Bid Opportunity? If yes, please describe below.

Describe:

4. Are there any other environmentally innovative best practices and/or technologies in the goods you are supplying in this Bid Opportunity that we could have specified in this tender, but have not? If yes, please describe them below.

Describe:

Company Information

Energy and Climate: Reducing Energy Costs and Greenhouse Gas Emissions

1. Have you measured your corporate greenhouse gas emissions? If yes, please report your total annual greenhouse gas emissions reported in the most recent year measured?

Describe:

2. Have you set publicly available greenhouse gas reduction targets? If yes, what are those targets?

Describe:

Material Efficiency: Reducing Waste and Enhancing Quality

1. Do you measure the total amount of solid waste generated from the facilities that produce your product(s) for this Bid Opportunity? If yes, please report for the most recent year measured.

Describe:

2. Have you set publicly available solid waste reduction targets? If yes, what are those targets?

Describe:

3. Do you measure the total water use from facilities that produce your product(s) for this Bid Opportunity? If yes, please report for the most recent year measured.

Describe:

4. Have you set publicly available water use reduction targets? If yes, what are those targets?

Describe:

Natural Resources: Responsibly Sourced Raw Materials

1. Have you established publicly available sustainability purchasing guidelines for your direct suppliers that address issues such as environmental compliance, employment practices and product safety?

Describe:

Social Responsibility: Ensuring Responsible and Ethical Production

1. Do you have a process for managing social compliance at the manufacturing level?

Describe:

2. Do you work with your supply base to resolve issues found during social compliance evaluations and also document specific corrections and improvements?

Describe:

3. Do you invest in community development activities in the markets you source from and/or operate within? _____

Describe:
