

**FORM A: BID**  
(See B7)

1. Contract Title SUPPLY AND DELIVERY OF A MID-SIZE SPORT UTILITY VEHICLE

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 AND DELIVERY OF A MID-SIZE SPORT UTILITY VEHICLE

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	QUANTITY	UNIT PRICE
1.	Mid-Size Sport Utility Vehicle	13022	Each	1	

\_\_\_\_\_  
Name of Bidder

**FORM N: DETAILED SPECIFICATIONS 13022**  
**MID-SIZE SUV**  
(Winnipeg Police Service)

**1.0 DESCRIPTION OF EQUIPMENT-**

- 1.1 These specifications describe a **Sport Utility Vehicle** and other equipment and features as specified herein.
- 1.2 The **Sport Utility Vehicle** shall be a new 2013 model year or newer.
- 1.3 The **Sport Utility Vehicle** and all other items/components shall be the manufacturer's latest model. The equipment shall be furnished complete and ready for operation. Any parts or accessories not specifically mentioned, but which are required to complete and place the equipment and associated attachments in successful operation shall be furnished as though specifically mentioned in these specifications. The equipment and associated attachments, 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 **Sport Utility Vehicle** shall comply with the applicable regulations:

Highway Traffic Act = <http://web2.gov.mb.ca/laws/statutes/ccsm/ho6oe.php>

Manitoba Motor Vehicle Act = <http://web2.gov.mb.ca/laws/statutes/ccsm/d104e.php>

Canadian Motor Vehicle Safety Standards, CMVSS = <http://www.tc.gc.ca/eng/acts-regulations/regulations-crc-c1038.htm>

Transport Canada = [www.tc.gc.ca/eng/menu.htm](http://www.tc.gc.ca/eng/menu.htm)

National Safety Mark, NSM = <http://laws-lois.justice.gc.ca/eng/acts/M-10.01/page-2.html>

Manitoba/Winnipeg Safety and Health Act, Part 22 safemanitoba.com/wsh-regulations = <http://www.gov.mb.ca/labour/safety/>

Canadian Standards Association, CSA = <http://www.csa.ca/about/Default.asp?language=english>

Under Writers of Canada, U/L = <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 PREFORMANCE-**

- 3.1 Shall be capable of consistent top performance for driving and other activities during the environments, which is normal to the City of Winnipeg.

**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 REFERENCES-**

- 5.1 Provide five (5) Canadian references where this equipment in used in a working environment where climatic conditions are similar to the City of Winnipeg

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## **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. Alternatives will be considered subject to evaluation.

- 6.3 EACH BIDDER IS REQUIRED TO FILL IN EVERY BLANK. FAILURE TO DO SO MAY BE USED AS A BASIS FOR REJECTION OF BID

## **7.0 PERFORMANCE RELIABILITY-**

- 7.1 The responsibility for the design of the sport utility vehicle and associated, its performance and reliability shall rest upon the Contractor.

- 7.2 The term "repeated failures" as used herein is defined to mean that the same component, subassembly, or assembly develops repeated defects, breakdowns and/or malfunctions rendering the vehicle inoperative, or requiring repeated shop correction, service and/or replacement during the warranty period applicable for said component, subassembly, of assembly. Minor items or ordinary service adjustments are not included, or considered under the scope of "repeated failures", as well as other factors, such as operational damage due to accidents, misuse or lack of proper maintenance, service and lubrication attention by not following the manufacturer's preventative maintenance schedule.

- 7.3 Where the sport utility vehicle and associated develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance.

- 7.4 The equipment shall be capable of consistent top performance in City of Winnipeg Environment. Note: The City of Winnipeg has four seasons with ambient temperatures ranging from approximately 90°F (32°C) to -40°F (-40°C).

## **8.0 FUEL-**

- 8.1 Where applicable, all equipment must be fully fuelled upon delivery (no exceptions).

## **9.0 QUALIFICATIONS OF MANUFACTURER & CONTRACTOR-**

- 9.1 The manufacturer of the sport utility vehicle and associated shall have five (5) years continuous experience manufacturing sport utility vehicles and associated.

- 9.2 The manufacturer shall have in effect a documented quality control program ensuring that the quality of materials and workmanship, including welding, conforms to the best standards and engineering practice of the industry.
- 9.3 The Contractor shall have five (5) years continuous experience servicing, repairing and maintaining sport utility vehicles and associated of the type being offered.

**10.0 NATIONAL SAFETY MARK- (IF APPLICABLE)**

- 10.1 In Canada, modification to new vehicles can only be done at facilities that are recognized by Transport Canada. All of these facilities must have a National Safety Mark from Transport Canada. Transport Canada National Safety Mark is a label that indicates that the modifications are compliant with all current Canadian Motor Vehicle Safety Standards (CMVSS)

STATE (NSM) #- \_\_\_\_\_

**11.0 MANITOBA SAFETY INSPECTION- (IF APPLICABLE)**

- 11.1 The vehicles shall be complete with a current Manitoba Safety Sticker affixed to the driver's side vent window.

**12.0 SPECIFICATIONS**

- 12.1 **ELIGIBLE MODEL:** Ford Explorer Limited w/Luxury Seating

- 12.2 **STATE YEAR, MAKE & MODEL BEING BID:** \_\_\_\_\_

ITEM	SPECIFICATION	BIDDER TO STATE "YES" OR STATE DEVIATION
13.	Wheelbase	112.6 in. _____
14.	4wd	Required _____
15.	Engine	FI, 3.5L V6 gasoline _____
16.	Fuel consumption	State city rating, L/100km _____
17.	Block heater	Required _____
18.	Transmission	6-speed automatic _____
19.	Traction control	Required _____
20.	Steering	Power with tilt/telescopic steering wheel _____
21.	Brakes	Heavy duty power with 4-wheel ABS _____
22.	Wheels	20 in. polished aluminium (642) _____
23.	Tires - front & rear	BSW all season radials, <b>state</b> size _____
24.	Spare wheel & tire	Required with carrier _____
25.	Floor covering	Carpeting throughout with all-weather floor mats (16N) _____
26.	Moonroof	Dual panel w/power sunshade (439) _____
27.	Mirrors	Interior rearview & dual power exterior _____
28.	Windshield	Tinted _____

29.	Windshield wipers	Intermittent w/heavy duty winter blades	_____
30.	Air conditioning	Required	_____
31.	Tilt steering	Required	_____
32.	Cruise control	Required	_____
33.	Door locks	Power	_____
34.	Intelligent Access	Required with push-button start	_____
35.	Windows	Power	_____
36.	Radio	AM-FM with CD player, premium audio system by Sony	_____
37.	Air bags	Required, front driver's and passenger with side curtain	_____
38.	12-Volt power point	Required	_____
39.	110-Volt outlet	Required	_____
40.	Bluetooth® technology	Required for use with cellular phones, "hands-free" capable, voice command activated through vehicle's radio circuit	_____
41.	Navigation system	Voice activated, (61N)	_____
42.	BLIS®	Required w/cross traffic alert (55B)	_____
43.	Rearview camera	Required	_____
44.	Remote start	Required	_____
45.	Garage door opener	Universal type	_____
46.	Luxury seating package	Required	_____
47.	Power liftgate	Required	_____
48.	Trailer tow package	Required (52T)	_____
49.	Daytime running lights	Required	_____
50.	Antitheft system	PATS antitheft system	_____
51.	Fuel tank	Fully fuelled upon delivery	_____
52.	Licence plate brackets	Required front and rear	_____
53.	Colour, interior	Charcoal Black w/Pecan inserts (CQ)	_____
53.1	Colour, exterior	Tuxedo Black Metallic (UH)	_____
54.	Warranty:		
54.1	Basic vehicle	Three (3) years or 60 000 km "bumper to bumper"	_____
54.2	Corrosion perforation	Five (5) years, unlimited km	_____
54.3	Powertrain	Five (5) years or 100 000 km	_____
54.4	Roadside assistance	Five (5) years or 100 000 km	_____
55.	Delivery point	Vehicles shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid, including N.V.I.S. to the Winnipeg Police Garage 55 Princess Street, Winnipeg MB	_____
56.	Delivery time	Within 21-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	_____

57. Delivery contact The Contractor shall contact the Contract Administrator prior to delivery of the equipment \_\_\_\_\_
58. PDI A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list \_\_\_\_\_

**59.0 LITERATURE-**

- 59.1 Bidders shall submit current, descriptive, detailed literature of the equipment with their bid.

**60.0 TRAINING-**

- 60.1 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 one (1) business day for maintenance personnel and one (1) business day 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.

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): \_\_\_\_\_

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](mailto:lchetyrbok@winnipeg.ca)

**61.0 DELIVERY-**

61.1 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. \_\_\_\_\_

61.2 Delivery Time- Within twenty (20) 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. \_\_\_\_\_

61.3 Delivery Contact- The Contractor shall contact the Contract Administrator prior to delivery of the equipment. \_\_\_\_\_

61.4 P.D.I- A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list \_\_\_\_\_

**62.0 MANUALS-**

62.1 Manuals supplied under this contract. The manuals shall cover the complete equipment including all components thereof, CD is preferred where available. \_\_\_\_\_

62.2 The following manuals shall be supplied with the units when delivered:

a) Operator's manual – Two (2) per unit (one operators manual shall be sent to the Equipment Operator Training Branch \_\_\_\_\_

b) Parts and service manuals – one (1) complete sets including preventative maintenance schedules. CDs are preferred. \_\_\_\_\_

## 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:

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

Describe:

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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:

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

Describe:

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**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:

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**Social Responsibility: Ensuring Responsible and Ethical Production**

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

Describe:

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

Describe:

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

Describe:

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