

FORM A: BID
(See B7)

1. Contract Title SUPPLY & DELIVERY OF FORK LIFT MACHINES

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

In witness whereof 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 FORK LIFT MACHINES

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE	AMOUNT
1.	3000 lbs. Capacity Propane Fork Lift Machine	07107	Each	(1)	\$ _____	\$ _____
2.	8000 lbs. Capacity Propane Fork Lift Machines	07108	Each	(1)	\$ _____	\$ _____
TOTAL BID PRICE (GST and MRST extra) (in figures) \$ _____ (in words) _____ _____						

 Name of Bidder

FORM N: DETAILED SPECIFICATIONS 07108

8000 LBS. CAPACITY PROPANE FORK LIFT MACHINE

(Public Works Stores)

1.0 TYPE/ INTENT-

1.1 Shall be a nominal approx. 8000 lbs. capacity fork lift machines supplied by the Successful Bidder. The completed fork lift machine shall be furnished complete and ready for use with all features and auxiliary equipment as described herein. The fork lift machine shall be able to perform inside the City the Public Works Stores Building 1277 Pacific Avenue Winnipeg Manitoba. The 8000 lbs. capacity fork lift machine shall be also used outside in the Public Works Stores yards during winter and summer months. The Supply & Delivery of the fork lift shall be a 2008 or 2009 model year. The fork lift machine 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 machine into successful operation shall be furnished as though specifically mentioned in these specifications.

1.2 State make and model being bid: _____

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 equipment shall adhere to all City of Winnipeg, Provincial and Federal Safety Regulations & Standards.

3.0 SERVICE FACILITY-

3.1 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. 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.

3.1.1 If a suitable warranty facility is not available within 10 km of the boundaries of the City of Winnipeg, the Bidder may propose that the City of Winnipeg Repair Facility perform warranty work. Any Work performed by the City of Winnipeg Repair Facility shall be charged to the Contractor at the Facility's shop rate in effect at the time the work is performed **(for example, shop rate for 2008: \$82.00/hour and \$112.00/hour for overtime and callout).**

3.2. **Location of the service facility located within 10 km of the boundaries of the City of Winnipeg.**

The Bidder shall choose and fill in **one** of the Clauses listed below. --- 3.2.1) OR 3.2.2)

3.2.1 Bidder's own facility location. State the location of the service facility below.

3.2.2 Bidder elects to have warranty work be performed by the City of Winnipeg.

4.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS-

4.1 Where requested to do so, 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.

4.2 Each bidder is required to fill in every blank. **Failure to do so may be used as a basis for rejection of bid.**

5.0 SPECIFICATIONS-

5.1	Capacity-	8000 lbs. capacity	_____
5.2	Power-	6 cylinder, to accommodate (33) lbs. Propane tanks, holder and straps to be included	_____
5.3	Tire Type-	Pneumatic tires	_____
5.4	Front Tire Size-	State size-	_____
5.5	Rear Tire Size-	State size-	_____
5.6	Side Shifting & Fork Positioner-	Model Cascade Side Shifting & Fork & Fork Positioner	_____
5.7	ROPS-	Roll Over Protection system required	_____
5.8	Cab-	Harris Cab required, cab to have heater, wipers & washer system, slider windows & auxiliary cab fan	_____
5.9	Drivers Seat-	Adjustable, with cloth upholstery	_____
5.10	Steering-	Tilt steering required	_____
5.11	Emissions-	Engine must meet current EPA standards	_____
5.12	Safety Beacon-	Required, state location-	_____
5.13	Spot Lights-	(4) required, two facing forward to facing rear	_____
5.14	Noise levels-	Not to exceed 80 db(A), state-	_____
5.15	Fork lift height-	State-	_____
5.16	Forks Dimensions-	Drum Forks" (1-cut out), state dimensions-	_____
5.17	Tilt-	Forward & backward tilt required	_____

5.18	Turning Radius-	State outside turning radius-	_____
5.19	Overall Height-	State-	_____
5.20	Lighting-	Stop tail brake, back up lights & turn signals required.	_____
5.21	Pre-production meet-	Required before production	_____
5.22	Fire Extinguisher-	5 lbs, ABC type mounted and secured as per Manufacture recommendation	_____
5.23	Back up Alarm-	Required	_____

6.0 MANUALS & DIAGNOSTIC SOFTWARE-

6.1	The Contractor shall supply the following manuals (in English) upon delivery of the vehicles:		_____
6.2	Operator's manual – one (1) per vehicle.		_____
6.3	Parts and Technical Service manuals- one (1) set.		_____
6.4	Data Collections Sheets- Data collections sheets to be completely fill out. See Clause D.6 (PM)		_____

7.0 WARRANTY-

7.1	The Contractor shall warrant the Forklift Machine and all parts thereof, against any defects of workmanship, construction and materials, and agrees to repair or replace without cost to the City any article that has become defective and not proven to have been caused by negligence on the part of the user for a period of (5) years, 10,000 hours and all associated equipment, “bumper to bumper”		_____
7.2	In the event of a failure on the part of the Contractor to repair or replace any article during the warranty period within five (5) business days from the date of notification, the City may have the work performed by others and offset the cost against any money due, or that may become due to the Contractor, or if there is money due, the Contractor agrees to pay the City such cost.		_____
7.3	The responsibility for the design of the complete equipment, its performance and reliability shall rest upon the Contractor.		_____
7.4	The term “repeated failures” as determined by the Contract Administrator, as used herein is defined to mean that the same component, subassembly, or assembly develops repeated defects, breakdowns and/or malfunctions rendering the apparatus inoperative, or requiring repeated shop correction, service and/or replacement during the warranty period applicable for said component, subassembly, or 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.		_____

7.5 Where the vehicle develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance, at no cost to the City, including all incidental costs, with a reapplied, full warranty as described in clause 7.4.

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. _____

8.2 The training shall be conducted within one (1) calendar week from the date of delivery and shall be coordinated through the Contract Administrator. _____

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

8.4 Pricing should be based on one half (1/2) business day for maintenance personnel and on one half (1/2) business day for operating personnel. _____

8.5 Training Aides-

8.6 Training aids to be included if available. **State-** _____

8.7 On the type of equipment being offered, **state if VHS videotape or CD Rom training aides are available.** _____

8.8 **Please state-** The manufactures recommended training time for the complete equipment. _____

9.0 DELIVERY DATE-

9.1 The equipment shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid to the City of Winnipeg, Fleet Management Agency Office, 185 Tecumseh Street, Winnipeg, Manitoba within **twelve (12) calendar weeks** from the date of official notification of award of Contract. The Contractor shall contact the Contract Administrator prior to delivery of the equipment. _____

9.2 The Contractor shall fax all vehicle serial numbers, hours/mileage to the Contract Administrator one (1) calendar week prior to delivery. A pre-delivery inspection shall be performed by the Contractor on all equipment. _____

10.0 STANDARD REPAIR TIMES (SRT)-

10.1 Please provide Standard Repair Times for the equipment being bid if available- _____

FORM N: DETAILED SPECIFICATIONS 07107

3000 LBS. CAPACITY PROPANE FORK LIFT MACHINE

(City of Winnipeg Transit)

1.0 TYPE/INTENT-

- 1.1 Shall be a nominal approx. 3000 lbs. capacity fork lift machine supplied by the Successful Bidder. The fork lift machine shall be furnished complete and ready for use with all features and auxiliary equipment as described herein. The fork lift machine shall be able to perform inside the City of Winnipeg Transit building 421 Osborne Street Winnipeg Manitoba. The Supply & Delivery of the fork lift machine shall be a 2008 or 2009 model year. The fork lift machine 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 machine into successful operation shall be furnished as though specifically mentioned in these specifications.
- 1.2 **Note: Max Height with the forks resting on the floor of 83 Inches. This will allow the operator to enter the lowest doorway in the shop which is 85 inches in height (floor to top of the door opening)**
- 1.3 State make and model being bid: _____

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 equipment shall adhere to all City of Winnipeg, Provincial and Federal Safety Regulations & Standards.

3.0 SERVICE FACILITY-

- 3.1 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. 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.
- 3.1.1 If a suitable warranty facility is not available within 10 km of the boundaries of the City of Winnipeg, the Bidder may propose that the City of Winnipeg Repair Facility perform warranty work. Any Work performed by the City of Winnipeg Repair Facility shall be charged to the Contractor at the Facility's shop rate in effect at the time the work is performed (**for example, shop rate for 2008: \$82.00/hour and \$112.00/hour for overtime and callout**).
- 3.2. **Location of the service facility located within 10 km of the boundaries of the City of Winnipeg.**

The Bidder shall choose and fill in **one** of the Clauses listed below. --- **3.2.1) OR 3.2.2)**

- 3.2.1 Bidder's own facility location. State the location of the service facility below.
-

3.2.2 Bidder elects to have warranty work be performed by the City of Winnipeg.

4.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS-

4.1 Where requested to do so, 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.

4.2 Each bidder is required to fill in every blank. **Failure to do so may be used as a basis for rejection of bid.**

5.0 SPECIFICATIONS-

5.1	Capacity-	3000 lbs. capacity	_____
5.2	Power-	State engine size-	_____
5.3	Tire Type-	Pneumatic tires	_____
5.4	Front Tire Size-	State size-	_____
5.5	Rear Tire Size-	State size-	_____
5.6	Side Shifting & Fork Positioner-	Model Cascade Side Shifting & Fork & Fork Positioner	_____
5.7	ROPS-	Roll Over Protection system required	_____
5.8	Drivers Seat-	Adjustable, with cloth upholstery	_____
5.9	Steering-	Tilt steering required	_____
5.10	Emissions-	Engine must meet current EPA standards	_____
5.11	Safety Beacon-	Required, state location-	_____
5.12	Spot Lights-	(4) required, two facing forward to facing rear	_____
5.13	Noise levels-	Not to exceed 80 db(A), state-	_____
5.14	Fork lift height-	State-	_____
5.15	Forks Dimensions-	State Dimensions-	_____
5.16	Tilt-	Forward & backward tilt required	_____
5.17	Turning Radius-	State outside turning radius-	_____
5.18	Overall Height-	State-	_____
5.20	Lighting-	Stop tail brake, back up lights & turn signals required.	_____

5.21 Pre-production meet- Required before production _____

5.22 Fire Extinguisher- 5 lbs, ABC type mounted and secured as per
Manufacture recommendation _____

5.23 Back up Alarm- Required _____

6.0 MANUALS & DIAGNOSTIC SOFTWARE-

6.1 The Contractor shall supply the following manuals (in English) upon delivery
of the vehicles: _____

6.2 Operator's manual – one (1) per vehicle. _____

6.3 Parts and Technical Service manuals- one (1) set. _____

6.4 Data Collections Sheets- Data collections sheets to be completely fill out.
See Clause D.6 (PM) _____

7.0 WARRANTY-

7.1 The Contractor shall warrant the **Forklift Machine** and all parts thereof, against any
defects of workmanship, construction and materials, and agrees to repair or
replace without cost to the City any article that has become defective and not
proven to have been caused by negligence on the part of the user for a period
of **(5) years, 10,000 hours and all associated equipment, “bumper to
bumper”** _____

7.2 In the event of a failure on the part of the Contractor to repair or replace
any article during the warranty period within five (5) business days from
the date of notification, the City may have the work performed by others
and offset the cost against any money due, or that may become due to the
Contractor, or if there is money due, the Contractor agrees to pay the City
such cost. _____

7.3 The responsibility for the design of the complete equipment, its performance
and reliability shall rest upon the Contractor. _____

7.4 The term “repeated failures” as determined by the Contract Administrator,
as used herein is defined to mean that the same component, subassembly,
or assembly develops repeated defects, breakdowns and/or malfunctions
rendering the apparatus inoperative, or requiring repeated shop correction,
service and/or replacement during the warranty period applicable for said
component, subassembly, or 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. _____

7.5 Where the vehicle develops “repeated failures” in service, the Contractor
shall make any necessary engineering changes, repairs, alterations or
modifications in order to guarantee reliability of performance, at no cost to
the City, including all incidental costs, with a reapplied, full warranty as
described in clause 7.4. _____

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. _____
- 8.2 The training shall be conducted within one (1) calendar week from the date of delivery and shall be coordinated through the Contract Administrator. _____
- 8.3 The training shall be conducted in Winnipeg at a time and location designated by the Contract Administrator. _____
- 8.4 Pricing should be based on one half (1/2) business day for maintenance personnel and on one half (1/2) business day for operating personnel. _____
- 8.5 Training Aides-
- 8.6 Training aids to be included if available. **State-** _____
- 8.7 On the type of equipment being offered, **state if VHS videotape or CD Rom training aides are available.** _____
- 8.8 **Please state-** The manufactures recommended training time for the complete equipment. _____
- 9.0 DELIVERY DATE-**
- 9.1 The equipment shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid to the City of Winnipeg, Fleet Management Agency Office, 185 Tecumseh Street, Winnipeg, Manitoba within **twelve (12) calendar weeks** from the date of official notification of award of Contract. The Contractor shall contact the Contract Administrator prior to delivery of the equipment. _____
- 9.2 The Contractor shall fax all vehicle serial numbers, hours/mileage to the Contract Administrator one (1) calendar week prior to delivery. A pre-delivery inspection shall be performed by the Contractor on all equipment. _____
- 10.0 STANDARD REPAIR TIMES (SRT)-**
- 10.1 Please provide Standard Repair Times for the equipment being bid if available- _____