

## REQUEST FOR QUOTATON

QUOTE: Hoist Brake and Crane Repair

DATE: July 17, 2020

FROM: Reg Bennett, Technical Services Manager

*TOWN OF DRUMHELLER REPRESENTATIVE*

### DATE QUOTATION REQUIRED:

YEAR: 2020 MONTH: July DAY: 28 TIME: 2:00 pm

SUBMIT QUOTATION IN A CLEARLY-MARKED AND SEALED ENVELOPE TO THE ATTENTION OF:

Send to mailing address:

TOWN OF DRUMHELLER,  
224 Centre Street  
Drumheller, Alberta T0J 0Y4

ATTENTION: Purchasing Department

QUOTATION: Hoist Brake & Crane Repair

**All Procurement processes will be in compliance with the Town of Drumheller purchasing policy.**

## **SECTION #1**

INITIATOR OF REQUEST: Reg Bennett, Technical Services Manager

DATE: YEAR: 2020 MONTH: July DAY: 16

### **1. SCOPE OF WORK:**

The Town of Drumheller is seeking a contractor(s) to repair a 10 – ton Kaverit crane and hoist, located at Town of Drumheller Public Works building, 702 Premier Way.

#### **The supplier/contractor will be responsible for the following:**

- Supply and installation of the appropriate brake discs as per manufacturers specification.
- Supply and installation of the appropriate slow down limits as per manufacturers specification.

#### **All quotes must include:**

- Labour
- Supplies
- Manlift
- Traveling, accommodation and meal expenses
- Parts and Shop Supplies.

**SECTION #2**

1. Total cost for Repairs (excluding GST) \$ \_\_\_\_\_
2. Quotations submission price in effects for \_\_\_\_\_ days from date of acceptance from town of Drumheller.

**QUOTATION INELIGIBILITY:**

Quotations that are unsigned, incomplete, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations or irregularities of any kind, may be considered invalid.

The lowest, or any evaluated quotation may not necessarily be accepted. The Town of Drumheller reserves the right to reject any or all quotations, or accept the quotation evaluated to be in the best interest if the Town of Drumheller.

Prior to the commencement of the work, the successful bidder MUST produce the following:

- Current Town of Drumheller Business License
- WCB Coverage
- Commercial Liability Insurance in the amount of \$2,000,000.00

**INTENT:**

The undersigned contractor hereby provides a quotation to provide the project/work as described within its entirety for the cost as described in section #1.

Contractor: \_\_\_\_\_

Print name of authorized personnel: \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

Town of Drumheller: \_\_\_\_\_

Print name of authorized personnel: \_\_\_\_\_

Signature: \_\_\_\_\_ signature: \_\_\_\_\_

DATE: YEAR 2020 MONTH \_\_\_\_\_ DAY \_\_\_\_\_

Upon completion of signatures above, this document will represent a contract agreement between the seller and Town of Drumheller.

REFERENCES:

Company Name: \_\_\_\_\_  
Primary Contact: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

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Primary Contact: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

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Primary Contact: \_\_\_\_\_  
Phone Number: \_\_\_\_\_