

REQUEST FOR QUOTATION

QUOTATION: **Supply of One (1) New Hydraulic Vibrating Compactor/Driver**

DATE: **October 21, 2022**

INITIATOR: **Kevin Blanchett, Operations Manager**

DATE QUOTATION REQUIRED:

YEAR: **2022** MONTH: **November** DAY: **15** TIME: **2:00 PM Local Time**

Submit Quotation via email to: purchasing@drumheller.ca

with the subject line:

“RFQ - Supply of One (1) New Hydraulic Vibrating Compactor/Driver”

This Request for Quotation document is comprised of:

- RFQ General Instructions
- Schedule A – Evaluation Criteria
- Schedule B – Technical Specifications

If you do not have all of these components the RFQ package is incomplete - please contact the Initiator.

Your firm is invited to submit a Quotation, pursuant to the general conditions for the scope of work as described. This Quotation shall not be considered authorization to proceed with work herein described. All Procurement processes must comply with Town of Drumheller Purchasing Policy C-09-20.

SECTION #1 - SCOPE OF WORK:

The Town of Drumheller invites Quotations for the Supply of One (1) New Hydraulic Vibrating Compactor/Driver unit. The intention is that the unit shall be a medium range hydraulic compactor that can be used with the Town's Rubber Tire Backhoe Loader. Please refer to Schedule B – Technical Specifications for full specification information.

The supplier is required to complete all necessary sections of this Request for Quotation. Alternative methodologies or equipment will only be evaluated if submitted by the successful Proponent, no other work alternatives will be reviewed.

SECTION #2 - QUOTATION AMOUNT:

All Quotations must be in Canadian Funds, excluding GST.

Total Cost \$ _____

Quotation submission price in effect for _____ days from date of acceptance from the Town of Drumheller.

Delivery Timeline: Supply and delivery will take place _____ days after award.

SECTION #3 - SUBMISSION REQUIREMENTS:

The Town of Drumheller requires that all submissions shall include the following:

1. All pages of this Request for Quotation;
2. All issued Addenda;
3. Town of Drumheller Business License – to be obtained within three (3) business days upon award of project.

SECTION #4 - INELIGIBILITY:

The Town of Drumheller shall deem a submission to be ineligible under the following situations:

- a) Submissions that are unsigned, incomplete, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations or irregularities of any kind shall be considered ineligible.
- b) Submissions that do not include the items listed in Section #3 Submission Requirements, and;
- c) Submissions that are not received prior to the closing date and time, as determined by the time keeping of the Town of Drumheller computer system.

SECTION #5 - EVALUATION CRITERIA:

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 to accept the Quotation evaluated to be in the best interest of the Town of Drumheller.

The Town's evaluator shall score each submission on the basis stated in Schedule A - Evaluation Criteria. The Town of Drumheller will have the sole and unfettered discretion to award up to the maximum number of points for each criterion listed in Schedule A - Evaluation Criteria. By submitting a Quotation, you acknowledge and agree to waive any right to contest through legal proceedings. The decision to award points in respect to the criteria noted below will be at the sole discretion of the Town of Drumheller.

By submitting a Quotation, you acknowledge that you have reviewed the Ineligibility Criteria contained herein and you confirm that your Quotation meets all requirements of *the Town*.

SECTION #6 – REFERENCES:

Reference #1

Company Name: _____

Contact Name: _____

Contact Title: _____

Contact Phone Number: _____

Contact Email: _____

Reference #2

Company Name: _____

Contact Name: _____

Contact Title: _____

Contact Phone Number: _____

Contact Email: _____

Reference #3

Company Name: _____

Contact Name: _____

Contact Title: _____

Contact Phone Number: _____

Contact Email: _____

SECTION #7 - INTENT:

The undersigned contractor hereby provides a Quotation to supply the goods as described herein in its entirety for the cost as described in Section 2.

COMPANY: _____

Print name of authorized personnel: _____

Signature: _____ Corporate Seal: _____

Email Address: _____

Telephone number: _____

TOWN OF DRUMHELLER:

Print name of authorized personnel: | _____ |

Signature: | _____ |

DATE: YEAR [2022] MONTH [] DAY []

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

SCHEDULE A – EVALUATION CRITERIA

Section A.1 – Evaluation Criteria Breakdown:

EVALUATION BASED ON:	100%
Cost	50%
Specifications	25%
Warranty	15%
References	10%

Section A.2 – Evaluation Criteria Definitions:

Cost: 50%

Full scoring for cost shall be given to the lowest Total Project Cost value submission. A score of zero (0) shall be given to the highest Total Project Cost value submission. All other submissions shall be awarded a pro-rated value between these two amounts.

Specifications: 25%

The Town of Drumheller shall evaluate the submission to confirm that the Proposal represents a clear understanding of the performance and technical requirements.

Warranty: 15%

1. Warranty Coverage Period

- i. One-year warranty = 20% of score
- ii. Two-year warranty = 40% of score

2. Warranty Maintenance work

- i. The contractor requires the Town to take the equipment for repair
= 20% of score
- ii. The contractor will come to our shop and complete the repairs
= 40% of score

3. Warranty Timeline

- i. Less than 3 days = 20% of score
- ii. More than 3 Days = 10% of score.

References: 10%

The scoring for references shall be based on number of references and quality of references.

Scoring shall be assigned as follows:

- 0 references – 0% of score;
- 1 reference – 15% of the score;
- 2 references – 20% of the score, and;
- 3 or more references – 50% of the score.

The remaining 50% of the score shall be based on the quality of the reference as determined by the evaluator(s).

SCHEDULE B – TECHNICAL SPECIFICATIONS

Section B.1 – Technical Specifications:

The Town of Drumheller invites Quotations for the Supply of One (1) New Hydraulic Vibrating Compactor/Driver unit. The intention is that the unit shall be a medium range hydraulic compactor that can be used with the Town's Rubber Tire Backhoe Loader.

SCOPE OF UNIT:

The new hydraulic compactor will come equipped with the following features:

1. Base Plate size shall be 24" x 28".
2. Unit shall be able to operate at 2,000 vibrations per minute.
3. Unit shall be able to operate with a hydraulic flow of 12 to 21 GPM.
4. Unit impulse force shall be 8,000 lbs. of force or greater.
5. Unit working weight shall be between 950 lbs. and 1,200 lbs.
6. Unit shall be equipped with all sealed Bearings.
7. Unit shall have four - function valve controls for flow, pressure, regeneration, and oil flow direction.
8. Unit shall have tough coat hydraulic hose to prevent cuts and to extend wear life.
9. Unit shall come equipped with a Weldco-Beals adapter fastened to the compactor.
10. Unit shall be a new 2022 model.

All proponents must complete the schedule below. If required, extra sheets may be attached to the submission.

Schedule B - Specification	Yes	No	Deviation (Attach extra sheets if necessary)
Base Plate size shall be 24" x 28"			
Unit shall be able to operate at 2,000 vibrations per minute.			
Unit shall be able to operate with a hydraulic flow of 12 to 21 GPM.			
Unit impulse force shall be 8,000 lbs. of force or greater.			
Unit working weight shall be between 950 lbs. and 1,200 lbs.			
Unit shall be equipped with all sealed Bearings.			
Unit shall have four - function valve controls for flow, pressure, regeneration, and oil flow direction.			
Unit shall have tough coat hydraulic hose to prevent cuts and to extend wear life.			
Unit shall come equipped with a Weldco-Beals adapter fastened to the compactor.			
Unit shall be a new 2022 model.			