



Department of Finance  
Procurement Services

REQUEST FOR QUOTATION  
Tender Number: 4954  
Closing Date: 09-Feb-2018  
Closing Time: 12:00PM

## One – Stand-Up Counterbalanced Battery Powered Lift Truck Stacker Transportation, Infrastructure & Energy

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### 1. Check for changes to this request

Before submitting this proposal, visit the Procurement website [www.gov.pe.ca/tenders](http://www.gov.pe.ca/tenders) to see if any Addenda detailing changes have been issued on this tender. Changes may be posted up until the tender closing time. It is your responsibility to acknowledge and take into account **ALL** Addenda.

### 2. Give your business information (please print)

Name of Company: \_\_\_\_\_  
(if you are not a registered company, give your name)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

HST/GST Registration Number (BN): \_\_\_\_\_ (leave blank if NOT applicable)

### 3. Review the following documents, which will form part of your proposal

(All documents can be found on the Procurement Services website at <http://www.gov.pe.ca/tenders>)

- Atlantic Standard Terms and Conditions
- Applicable Trade Agreements
- This tender opportunity is issued in accordance with the provisions of the Atlantic Procurement Agreement and the Agreement on Internal Trade. Vendors are encouraged to read the Atlantic Provinces Standard Terms and Conditions, prior to submitting any bid. The tender results will comply with section 29.1 of the Atlantic Standards Terms and Conditions, and will be extended to include the broader public sector (MASH).

#### 4. Follow any special instructions

- Prices are to be in Canadian Funds.
- Price to include: Freight & Delivery.

#### 5. Give your delivery and payment terms

<b>Delivery Required by:</b>		<b>Goods will be delivered by:</b>	
<b>Delivery Location:</b>			
<b>FOB:</b>	Destination <input type="checkbox"/>	Other <input type="checkbox"/>	(Please Specify) _____
<b>Payment Terms:</b>	Net 30 <input type="checkbox"/>	Other <input type="checkbox"/>	(Please Specify) _____

#### 6. Acknowledge receipt of addenda (if any)

<b>ADDENDUM</b>	<b>SIGNATURE</b>
Addendum #1	
Addendum #2	
Addendum #3	

Were there more than 3 addenda for this proposal?                      YES                      NO

Indicate the number of additional Addendums you have received.

Please sign indicating that you acknowledge the additional addenda noted above \_\_\_\_\_

#### 7. Sign your Proposal

I confirm that the information I provided on this proposal is complete and accurate and that I am authorized to sign on behalf of the company.

Name (please print): \_\_\_\_\_ Position or Title: \_\_\_\_\_

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

## **8. Submit Proposal To:**

### **PROCUREMENT SERVICES**

95 Rochford Street  
2<sup>nd</sup> Floor South, Shaw Building, Room 27  
PO Box 2000, Charlottetown, PE, C1A 7N8  
Telephone: (902)368-4040  
Fax # 902-368-5171

When submitting your bid to the above address, please ensure your company name and tender number are clearly marked on the outside of the envelope.

Acceptable methods to submit your bid; courier, mail, hand deliver and fax.

E-mail submissions are not accepted.

## **9. CONTACT INFORMATION**

### **About the good or service:**

**Name: Wilf MacDonald**  
**Phone: 902-314-0611**  
**E-mail: [wjmacdonald@gov.pe.ca](mailto:wjmacdonald@gov.pe.ca)**

### **About the procurement process:**

**Name: Ian Burge**  
**Phone: 902-368-4041**  
**the E-mail: [ikburge@gov.pe.ca](mailto:ikburge@gov.pe.ca)**

**APPENDIX A:**

TENDER SPECIFICATION

**Bid Specification For – One Stand-Up Counterbalanced Battery  
Powered Lift Truck Stacker (Raymond or Equivalent)**

**NEW**

Prince Edward Island Department Transportation, Infrastructure & Energy

Mechanical Branch

**Introduction:**

This tender is for the purchase of one (1) Stand-Up Counterbalanced Battery Powered Lift Truck Stacker (New). The Department's decision to purchase will be based on best value as determined by the Department.

**Requirements & Bid Evaluation:**

Award will be based on the evaluation of compliance to the tender specifications, total bid price and guaranteed delivery date. Bidders who are unable to meet the delivery date will be deemed non-compliant.

If an unknown or unproven make/model is submitted as lowest bid, an evaluation will be done of a current production vehicle the same as tendered. If evaluated and deemed suitable, the bidder or manufacturer will, if requested, provide a demonstration at a location agreed on by the Department, any special travel costs incurred by the Department may be considered as part of the total bid price.

**General:**

The Department reserves the right to decide which manufacturer offers the best value to the Department in terms of key specification areas, and lowest price. This document shall be properly completed and must be returned with all tenders. Lowest or any tender not necessarily accepted. The Department will review competitive pricing and earliest guaranteed delivery date meeting all the general specifications requirements.

The results of this tender may or may not be used for additional purchases during the twenty four months following tender award, subject to approval of the vendor meeting the tendered price.

Upon delivery, installation and training of operators and technicians, each unit will be inspected for compliance to specifications description.

Any deficiencies shall be required to be corrected at the bidder's expense before payment for that particular unit is approved or an appropriate credit adjustment is agreed upon.

A response must be stated for each item and where requested an actual value, a blank response will be deemed as meaning "no". Any response with a "no" or a blank may result in the bid being rejected, unless the specifications requested can be provided with an equivalent or better option.

**Delivery:**

The unit must be delivered to the Department of Transportation, Infrastructure & Energy, Charlottetown, Mechanical Branch on or before specified delivery date vendor submitted on tender document.

**Delay in Delivery:**

The Bidder's attention is drawn to the delivery deadline date. Any delays beyond this time will be considered a lack of performance by the Vendor and a failure to provide the tendered equipment. A penalty of \$1000.00 per calendar day per unit may be assessed against the Vendor until delivery is completed. Please note that no vendor will be penalized for late delivery as a result of circumstances beyond their control. Documentation must be provided as proof of reason for late delivery. In the event the Department agrees to an extension of the delivery date, no penalty will be assessed.

**Product Acceptance:**

The van must be properly pre-delivery serviced to ensure the vehicle is ready for use with particular attention to lubes, fluids, filters, belts, all fasteners, lighting, electrical components, sensors and adjustable items. **Dealer responsible for hook up and testing of unit, staff orientation & training prior to putting into service.**

**Staff Training:**

The manufacturer is to provide a competent representative to train Department of Transportation, Infrastructure & Energy staff. Familiarization will include the operating features and it's design so as to enable proper operation, maintenance and servicing.

**Service Manual:**

Dealer to provide One (1) electronic and one hard copy of the parts and service procedures manual.

**Warranty:**

All warranty work, including shipping, parts delivery charges, all shipments and travel, will be at the expense of the supplier.

**Specification:** One (1) – (New or Used) Stand-Up Counterbalanced Battery Powered Lift Truck Stacker (Raymond or Equivalent)

**Date Revised:** January 25, 2018

**Number Required:** One (1), with option for additional units for a 24 month period

*Note: This sheet is to be completed in detail and returned with bid.*

	<b>Specific</b>	<b>Description</b>	<b>Yes / No / Details</b>
1	Truck Head Length with Side Shaft	66" – 70".	
	Wheel Base	46" – 49".	
2	Fork/Hook Type	42" x 4 x 1.5" (L, W, H).	
3	Fork Adjustment	(Specify)  _____	
4	Battery Compartment Width	15" - 16.5" (Specify).	
5	Overhead General Height	88".	
6	Ground Clearance	34" – 36".	
7	Mast Tilt (Back)	4" - 5" (Specify).	
8	Mast Tilt (Forward)	3" – 5" (Specify).	
9	Step Height	6" – 8".	
10	Chassis Height	50.2.	
11	Overall Width of Mast Width (Including Tire:	38" – 42".	
12	Operator Space	Stand Up.	
13	Drive Tires (Traction)	16.5x6x11.25 (Specify).	
14	Steering Tires (Traction)	10x5x8.5 (Specify).	
15	Turning Radius	52" – 56".	
16	Travel Speed (forward)	8 - 9 mph.	
	Travel Speed (reverse)	Specify.	
17	Lift Speed (fpm)	65 – 110.	
18	Lowering Speed (fpm)	100 – 90.	

	<b>Specific</b>	<b>Description</b>	<b>Yes / No / Details</b>
19	Maximum Height Lift With Load 3 Stage Mast	188" – 194" (specify).	
20	Maximum Weights at:	Weights at 150"-154", 3,000 lbs-4,000 lbs.	
21	Maximum Weights at:	188"-192", 2,600 lbs – 3,000 lbs.	
22	Maximum Capacity at:	24" Load Centre, 3,500 lbs - 4,000 lbs.	
23	Work Lights	LED work lights for front and rear.	
24	Strobe Light	Yellow revolving strobe light on unit.	
25	Back-Up Alarm & Camera	To be equipped with back-up alarm and back up camera.	
26	Battery Volt System	36 volt battery system.	
	<b><u>Battery Requirements</u></b>		
27	Amps/Hour	1,000 – 1,250 amps (Specify).	
28	Weight Range (Lbs)	1,900 – 2,600.	
29	Spare Battery	1,000 – 1,250 amps (Option).	
30	Automatic Battery Watering System Kit	Must have an automatic battery watering system kit.	
31	Secure Charging Station	Must be able to charge lift truck battery and spare battery and come equipped with all safety cages, cables & connections.	
32	Plug In Space	Supplier to supply electrical requirements.	
33	Safety Area	Supplier to provide safety specs detailed drawings of secure area requested for storage and charging of lift truck and spare battery.	
	<b><u>GENERAL</u></b>		
34	CMVSS	Vehicle fit-up components must meet the Canadian Motor Vehicle Safety Standard or be licensed for fit-up by the Canadian Motor Vehicle Safety Standard, Transport Canada.	
35	Local Service & Parts	Name: _____  Address: _____  Contact: _____	
36	Warranty Service	Provide warranty details with tender.  Name: _____  Address: _____  Contact: _____	

	<b>Specific</b>	<b>Description</b>	<b>Yes / No / Details</b>
37	Warranty Terms & Conditions	Dealer to provide.	
38	Maintenance Service Contract	Dealer to provide.	
39	Manuals	Dealer to provide one electronic and one hard copy of parts and service procedures.	
40	FOB	Price to be FOB Mechanical Branch, Charlottetown, PEI.	
41	Compliance	Must conform to Federal and Provincial regulations.	
42	Delivery Date	Unit to be delivered on or before March 31, 2018. Please state guaranteed delivery date.	
43	Delivery Penalty	The vendor will be responsible for the cost of all repairs on units to be traded after stated delivery date of new unit.	
44	Minimum Performance Standard	<p>The minimum performance standard is considered critical and will be viewed as such when evaluating tenders.</p> <p>Government reserves the right to reject any tender not meeting in whole or in part these specifications and requirements.</p> <p>Notwithstanding, the Government will evaluate these units based on fuel economy, delivery, as well as cost advantages.</p>	
45	Disclaimer	Lowest or any tender not necessarily accepted.	
46	Contact	Wilf MacDonald Cell - (902) 314-0611	



<i>Specific</i>	<i>Description</i>	<i>Yes / No / Details</i>
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**PLEASE QUOTE IN THE FOLLOWING MANNER:**

**NEW**

<b>BID COMPANY NAME</b>	
<b>YEAR</b>	
<b>MAKE</b>	
<b>MODEL</b>	
<b>MINIMUM 5 YEAR WARRANTY ON BATTERY</b>	
<b>PURCHASE PRICE (BEFORE TAXES)</b>	
<b>CHARGING STATION</b> *Bidder to supply all cables, connectors, security cages, along with a detailed set of specifications for charging stacker lift truck and spare batter pack.	
<b>PURCHASE PRICE (BEFORE TAXES)</b>	
<b>BIDDER'S NAME (PRINT)</b>	
<b>BIDDER'S PHONE</b>	
<b>DATE</b>	
<b>SIGNATURE</b>	

**SPARE BATTERY (OPTION)**

<b>MAKE</b>	
<b>MODEL</b>	
<b>AMPAGE (1,000 – 1,250)</b>	
<b>PURCHASE PRICE (BEFORE TAXES)</b>	
<b>BIDDER'S NAME (PRINT)</b>	
<b>BIDDER'S PHONE</b>	
<b>DATE</b>	
<b>SIGNATURE</b>	