



Department of Finance  
Procurement Services

REQUEST FOR QUOTATION  
Tender Number: 5801  
Closing Date: 5-November-2021  
Closing Time: 12:00PM  
Atlantic Time

## One (1) New Utility Class Snowmobile – Department of Environment, Energy, and Climate Action

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### 1. Check for changes to this request

Before submitting this proposal, visit the Procurement website [www.princeedwardisland.ca/en/tenders](http://www.princeedwardisland.ca/en/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 [www.princeedwardisland.ca/en/tenders](http://www.princeedwardisland.ca/en/tenders).

- Atlantic Standard Terms and Conditions
  - Vendors are encouraged to read the Atlantic Provinces Standard Terms and conditions and the Procurement of Goods Regulations, prior to submitting any bid.
  - <https://www.princeedwardisland.ca/en/legislation/procurement-goods-act/procurement-goods-regulations>
  - For the purposes of evaluation of price, the Province will give preferential treatment by reducing the local supplier's bid price by 10%.
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#### 4. Additional Information

- Prices are to be in Canadian Funds.
- Price to include: Freight & Delivery.
- **It is the intention of the Province to award the item(s) listed in this tender to one (1) vendor.**
- The results of this tender shall be open for a period of **30 days** to all Government Departments, Crown Corporations, Agencies, Boards and Commissions including the Broader Public Sector as described in the Atlantic Standard Terms and Conditions (MASH Sector).  
<http://www.atlanticsuppliers.ca/acts-regulations/atlantic-provinces-standard-terms-and-conditions-goods-and-services/>
- Vendors are advised that all documents forming part of the RFQ process, including all submitted proposals, are subject to the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, Cap. F-15.01 ("FOIPP"). A copy of FOIPP is available at:  
<https://www.princeedwardisland.ca/en/legislation/all/all/a>

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

<b>Delivery Required by:</b>	<b>Dec 1, 2021</b>	<b>Goods will be delivered by:</b>	
<b>Delivery Location:</b>	<b>183 Upton Rd, Charlottetown, PE</b> or any other Provincial Government delivery location located within the borders of Prince Edward Island.		
<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 three addenda for this proposal?                      YES                      NO

Indicate the number of additional addenda you have received.

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

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## 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  
Charlottetown, PE, C1A 7N8  
Email: [procurementservices@gov.pe.ca](mailto:procurementservices@gov.pe.ca)

When submitting your bid to the above email address, please ensure your company name and tender number are clearly marked in the subject line of the email.

Acceptable methods to submit your bid; EMAIL ONLY TO: [procurementservices@gov.pe.ca](mailto:procurementservices@gov.pe.ca)

## 9. CONTACT INFORMATION

About the good or service:

Name: Matthew Ginn  
Phone: 902-213-4276  
E-mail: [mginn@gov.pe.ca](mailto:mginn@gov.pe.ca)

About the procurement process:

Procurement Officer: Melanie Barlow  
Phone: 902-368-4042  
E-mail: [mbarlow@gov.pe.ca](mailto:mbarlow@gov.pe.ca)

10. Fill in your unit price, extended price, and total price of all items  
Quote prices in Canadian dollars, before taxes.

Line	Quantity	Description	Unit Price	Extended Price
1	1	New Utility Class Snowmobile as per Tender A Specs		
			<b>Total</b>	

**APPENDIX A:**

**Specifications for One Snowmobile**

	<b>Check if Meet Or Exceed</b>	<b>Describe Offered Alternatives</b>
<b>Preferred Models for Consideration</b>		
Yamaha VK Professional II (or close equivalent)	_____	_____
<b>Additional Features</b>		
Heated Grips	_____	_____
Utility hitch	_____	_____
Storage capacity	_____	_____
Rear view mirrors	_____	_____
With Carbides	_____	_____
Warranty	_____	_____
Owner's Manual	_____	_____
Rear passenger capability	_____	_____
20"x154"x1.5" track (WxLxH)	_____	_____
6.3 " front travel	_____	_____
11.3 " rear travel	_____	_____
Electric Start	_____	_____
Electronic Power Steering	_____	_____
Reverse	_____	_____
1000cc 4 Stroke Engine	_____	_____
Utility Engine Class	_____	_____

**\*\* Your bid submission must be accompanied by full specs of your proposed unit. \*\***

\*Pricing to include all costs including taxes, shipping, handling and delivery.

\*Unit to be delivered to 183 Upton Rd, Charlottetown

\*Delivery Due Prior to December 1, 2021.

\*To be delivered with operator service manual and warranty.

\*Contact person:

Matthew Ginn

Department of Environment, Water and Climate Change

902-213-4276

