



**VILLAGE OF MONTROSE
ENGINEERING AND PUBLIC WORKS DEPARTMENT**

REQUEST FOR PROPOSALS

**SUPPLY AND DELIVERY OF NEW 4 X 4 GARBAGE TRUCK WITH
CAB CHASSIS, DUAL STEERING AND RIGHT SIDE COLLECTION
BODY.**

Invitation and Instructions

The Village of Montrose invites proposals from experienced and qualified companies/contractors to supply and deliver (FOB - MONTROSE, BC) one new 4 x 4 Garbage Truck Cab Chassis, Dual Steering and Right Side Collection Body.

The new vehicle unit should meet all specifications attached in Appendix 'A' and the General Instructions – Village of Montrose Garbage Truck Specifications to this RFP. In addition, proponent's name and return mailing address must be clearly marked on the outside of the proposal submission package. Late proposals will not be accepted and will be returned unopened, to the proponent. **Facsimile proposals and electronically submitted proposals are acceptable prior to the deadline, with submission of an original hard copy to follow.**

Copies of this RFP may be obtained as follows:

- a.) In PDF (public document format) file format from the Village's website at www.montrose.ca,
- b.) On BC Bid at www.bcbid.gov.bc.ca, or
- c.) In hard copy from the Village of Montrose Municipal Offices, located at 565 – 11th Avenue, MONTROSE, BC between 8:30 am to 4:30 pm, Monday through Friday, (except statutory holidays).

Proponents are asked to respond in a similar manner. The following format and sequence should be followed in order to provide consistency in proponent response and to ensure each proposal receives full and complete consideration. All pages should be consecutively numbered.

1. Title Page – including Request for Proposal title and number, proponent’s name and address, telephone number, fax number, email address and contact representative,
2. A Brochure / Summary of the key features of the proposed unit(s),
3. Completion of information contained within Appendix ‘A’, and General Instructions.
4. Any additional information that a proponent may choose to provide (i.e. warranties offered, financing of truck unit, ongoing maintenance schedules and costs, etc.).

Proposal prices must be firm for a period of 60 days after the specified closing date. The Village of Montrose shall not be obligated in any manner to any proponent until either a written agreement has been duly executed by both parties, and/or financing has been confirmed.

The Village reserves the right to waive informalities in proposals, negotiate with the preferred proponent once selected through this process, and reject any or all proposals in the best interests of the Village. The Village will not be responsible for costs incurred by the proponent in submitting a proposal.

Complete copies of your proposal must be submitted in a sealed package labeled “***RFP – Village of Montrose Garbage Truck Unit 2018***” no later than 12:00 p.m. PST, **September 28, 2018** to:

Larry Plotnikoff,
Chief Administrative Officer
Village of Montrose
cao@montrose.ca

or

Kevin Ihas
Public Works Foreman
Village of Montrose
publicworks@montrose.ca

Box 510
565- 11th Avenue
MONTROSE, BC
CANADA
V0G 1P0

Phone: (250) 367-7234
Fax: (250) 367-7288

Any questions concerning the project may be directed to the aforementioned individuals. All proposals will be received and held in confidence by the Village of Montrose, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. All documents, including proposals, submitted to the Village through this process will become the property of the Village.