



City of Saint John

Disposal Tender

2024-232001A
CCTV Sewer Inspection Truck
VEHICLE No. 419

Sealed tenders, hand delivered or couriered, addressed to Mike Lewis, Procurement Specialist, Supply Chain Management, 1st Floor – 175 Rothesay Avenue, Saint John, NB, E2J 2B4, and marked on the envelope:

“Disposal Tender # 2024-232001A CCTC Sewer Inspection Truck – Vehicle No. 419”

will be received until 2:30:00 pm, Wednesday, February 14, 2024, for the disposal of one (1) used CCTV Sewer Inspection Truck, in accordance with the enclosed specifications, terms and conditions.

The highest or any tender not necessarily accepted.

Mike Lewis,
Supply Chain Management

Issued: Tuesday, January 23rd, 2024



INFORMATION FOR BIDDERS

DISPOSAL TENDER NO: 2023-232001A CCTV Sewer Inspection Truck – Vehicle No. 419 CITY OF SAINT JOHN, NB

TO: ALL BIDDERS RE ENCLOSED VEHICLE/EQUIPMENT DISPOSAL SPECIFICATION/DESCRIPTION

This letter is intended to clarify the intent of the City with regards to the proposed disposal.

1. The equipment listed in the City's enclosed disposal specification/equipment description is provided for reference only. Bidders are encouraged to schedule a viewing appointment with The City of Saint John Fleet Services Department Tel. 506-658-2817
2. The Vehicle (Unit 419) and the ancillary equipment is offered on an "as is where is basis" with no warranty expressed or implied.
3. All bids shall be on the "Proposal for Disposal" form supplied by the City and shall be in accordance with specifications on file in the office of the Supply Chain Management Department.
4. Terms of payment are Net - Certified Cheque - payable to The City of Saint John required prior to release of the vehicle and equipment to the successful bidder.
5. The City will provide a Province of NB Registration for the vehicle to the successful bidder to facilitate transfer of title, and MVI registration.
6. In case of tie bids, the City reserves the right to use the most expedient means available to arrive at an award.
7. No verbal agreement or conversation with any officer, agent or employee of the owner either before or after execution of the contract shall effect or modify any of the terms or obligations contained in any of the documents comprising the said contract.

TERMS AND CONDITIONS

Governing Law, Trade Treaties and Policies

This disposal will be in accordance with the laws of the province of New Brunswick and the federal laws of Canada.

Submission Instructions

The deadline for submission of bids is 2:30:00 pm, AST, Wednesday, February 14, 2024.

Sealed tenders, hand delivered or couriered, addressed to Mike Lewis, SCMP, Supply Chain Management, 1st Floor – 175 Rothesay Avenue, Saint John, NB, E2J 2B4, and marked on the envelope:

“TENDER NO. 2024-232001A - Disposal of CCTV SEWER INSPECTION TRUCK”

Enquiries

Bidders shall promptly examine the bid documents and report any errors, omissions or ambiguities and may direct enquiries or seek additional information in writing by email before the deadline for enquiries to the Authorized Enquiries Contact as set out below. No such communications are to be directed to anyone other than the Authorized Enquiries Contact.

Authorized Enquiries Contact

Mike Lewis, Procurement Specialist
Supply Chain Management
City of Saint John
Email: supplychainmanagement@saintjohn.ca

It is the Bidder's responsibility to seek clarification from the City on any matter it considers unclear. The City shall not be responsible for any misunderstanding on the part of the Bidder concerning this bid document or its process.

The City intends to confirm receipt of a bidder's communication by way of an email or facsimile in reply. If a bidder has not received a reply, the bidder may wish to resend its communication as the lack of reply may have resulted from a technical problem. The City is under no obligation to respond to enquiries or provide additional information but may do so at its sole discretion.

Responses to enquiries may be distributed to all bidders on the invitation list as having received the bid documents as of the date the response is prepared. The source of the question will not be identified in the response. Verbal information shall not be binding upon the City. Enquiries received after the deadline for enquiries will not receive a response.

Schedule for the Bid Process

Issue Date	Tuesday, January 23 rd , 2024
Deadline for Enquiries	4:00:00 pm, ADT, Tuesday February 6 th , 2024
Deadline for Issuing Addenda	4:00:00 pm, ADT, Wednesday February 7 th , 2024
Submission Deadline	2:30:00 pm, ADT, Wednesday, February 14 th 2024

The Schedule for the bid process is tentative only and may be changed by the City at its sole discretion.

Advisory Notice(s)

Periodically, the City of Saint John is required to issue clarification notices to a bid document in the form of Advisory Notices. Normally these notifications will not have a direct bearing on the cost of a project and will not influence bidding.

Bidders are responsible for obtaining all advisory notice(s) issued by the City. Advisory Notice(s) may be obtained from the City’s website (www.saintjohn.ca) under the menu option “Tender and Proposals”.

Bidders are instructed to sign the Advisory Notice and return it either by email to supplychainmanagement@saintjohn.ca prior to the closing date.

Failure to comply with the instructions on an advisory may result in rejection of the bid.

Addenda

Periodically, the City of Saint John is required to issue notification of changes or corrections to a bid document by way of addenda. Normally these notifications will have direct bearing on the cost of a project and will influence bidding. Therefore, it is important that the City have assurances that bidders have in-fact received the notification(s).

Bidders are responsible for obtaining all addenda issued by the City. Addenda may be obtained from the City’s website (www.saintjohn.ca) under the menu option “Tender and Proposals”.

Bidders are required to sign and include all addenda with their bid submission.

Failure to include a copy of all signed addenda with the bid submission may result in rejection of the bid regardless of whether or not the changes noted in the addendum are included in the bid submission.

Taxes

The bid price shall be all taxes extra. The successful bidder shall be responsible for payment of all applicable taxes. Upon receipt of payment (Certified Cheque) from the successful bidder The City will provide documentation attesting that the necessary taxes have been paid. i.e. Bill of Sale (Copy of Invoice)

Mandatory Requirements

Each submission will be evaluated to ensure that it complies with the mandatory requirements and may be rejected if it does not comply. The evaluation of mandatory requirements will confirm that:

- the submission was received prior to the applicable Submission Deadline;
- the bid submission is signed;
- the bid submission is legible;
- the bid submission does not contain a substantive qualification or conditions that are contrary to the terms of the bid document;
- the bid submission does not contain a change in price that was not initialled by the person who signed the submission; or
- the bid submission is in English;

Payment

Payment shall be Net - Certified Cheque payable to The City of Saint John will be required prior to The City of Saint John Fleet Services releasing vehicle and or equipment from its possession.

Delivery / Freight

The Vehicle and Equipment are offered on an F.O.B. Origin basis – ex The City of Saint John Fleet Services Department, 175 Rothesay Avenue, Saint John, NB, E2J 2B4.

Basis for Award

Award will be made to the highest compliant bidder as determined by the City.

Motor Vehicle Inspection, Licensing and Registration

Current and valid Province of New Brunswick Motor Vehicle Registration with license plates, inspection certificate and sticker where required by law are to be in place at time of vehicle/equipment delivery. The City will provide such to the successful bidder.

Standard Equipment

Vehicle 419 and ancillary equipment are as generally described in the **Specification/Equipment Description Section** of this tender document.

Warranty

No warranty is expressed or implied by The City. The Vehicle/Equipment is offered on an “as is where is” basis with no suitability for any end service.

Notice of Decline

Vendors who do not wish to submit a bid for a specific tender are requested to complete the attached “Notice of Tender Decline” form and return it to the City’s Purchasing Department, specifying the reasons, a minimum of 8 days prior to the tender closing. The Purchasing Department may, if deemed appropriate, chose to delay the tender close in order to address the concerns raised by the declining vendor.

Reserved Rights

The City reserves the right to:

- a) Reject an unbalanced bid submission. For the purpose of this section, an unbalanced bid submission is a bid submission containing a unit price which deviates substantially from, or does not fairly represent reasonable and proper compensation for the unit of work bid or one that contains prices which appear to be so unbalanced as to adversely affect the interests of the City. The City reserves the right to use other bids submitted in response to this bid solicitation or for other like or similar work as a guideline in determining if a bid is unbalanced.
- b) Amend or modify the scope of the Work, and/or cancel or suspend the bid award, at any time for any reason;
- c) Require bidders to provide additional information after the submission deadline to support or clarify their bid submission;
- d) Not accept any or all bids;
- e) Not accept a bid submission from a bidder who is itself, or whose principals, owners or directors are also principals, owners or directors of another entity which is, involved in litigation, arbitration or any other similar proceeding against the City;
- f) Reject any or all bid submissions without any obligation, compensation or reimbursement to any bidder or any of its team members;
- g) Withdraw this bid solicitation and cancel or suspend the bid process;

- h) Extend, from time to time, any date, any time period or deadline provided in this bid solicitation (including, without limitation, the submission deadline), upon written notice to all bidders;
- i) Assess and reject a bid submission on the basis of:
 - (i) information provided by references;
 - (ii) the bidder's past performance on previous contracts;
 - (iii) the information provided by a bidder pursuant to the City exercising its clarification rights under this bid process;
 - (iv) the bidder's experience with performing the type and scope of work specified;
 - (v) other relevant information that arises during this procurement process;
- j) Waive formalities and accept bids which substantially comply with the requirements of this bid solicitation;
- k) Verify with any bidder or with a third party any information set out in a bid submission;
- l) Disqualify any bidder whose bid submission contains misrepresentations or any other inaccurate or misleading information;
- m) Disqualify any bidder who has engaged in conduct prohibited by the bid solicitation;
- n) Make changes, including substantial changes, to the bid solicitation provided that those changes are issued by way of addenda in the manner set out in this bid document;
- o) Select any bidder other than the bidder whose bid submission reflects the lowest cost to the City;
- p) Cancel this procurement process at any stage, for any reason;
- q) Cancel this procurement process at any stage and issue a new bid solicitation for the same or similar deliverables;
- r) Accept any bid submission in whole or in part;
- s) Waive minor non-compliance with the mandatory requirements of the bid solicitation and accept the bid submission; or
- t) Accept a bid submission which contains the following errors:
 - (i) error in mathematics – whether this involves the extension of a unit price or an error in addition, the mistake will be corrected and the correct total will be used for evaluation purposes and will be binding on the bidder.

- (ii) conflict between the written and numerical bid prices. In all cases, the total bid price will be corrected to reflect the written bid price, whether lump sum or unit price (where applicable).
- (iii) failure to include the contingency allowance in the total bid price (where applicable). If the contingency allowance was not included in the addition, the bid price shall be corrected to reflect its inclusion.

and these reserved rights are in addition to any other express rights or any other rights which may be implied in the circumstances and the City shall not be liable for any expenses, costs, losses or any direct or indirect damages incurred or suffered by any bidder or any third party resulting from the City exercising any of its express or implied rights under this bid solicitation.

By submitting a bid, the bidder authorizes the collection by the City of the information set out at paragraph i) in the manner contemplated in that subparagraph.

Limitation of Liability and Waiver

Each bidder, by submitting a bid, agrees that:

- a) Neither the City nor any of its employees, agents, advisors or representatives will be liable, under any circumstances, for any Claim arising out of this procurement process including but not limited to costs of preparation of the bid submission, loss of profits, loss of opportunity or for any other Claim; and
- b) The bidder waives any Claim for any compensation of any kind whatsoever, including Claims for cost of preparation of the bid submission, loss of profit or loss of opportunity by reason of the City's decision to not accept the bid submitted by the bidder, to award a Contract to any other bidder or to cancel this procurement process, and the bidder shall be deemed to have agreed to waive such right or Claim.

Validity Period

The bid submission constitutes an offer which shall remain open and irrevocable until 90 days after the submission deadline.

DISPOSAL TENDER NO: 2023-232001A
CCTV Sewer Inspection Truck – Vehicle No. 419
CITY OF SAINT JOHN, NB

SPECIFICATIONS/EQUIPMENT DESCRIPTION

- One (1) 2008 Ford F-450 6.8L V10 4 x 2 XL Gasoline Fueled Truck with 16Ft. Cargo Box, approximately 83,916 KM, complete with the following:
- Roof Top Air Conditioner 13,500 BTU with Heat Strip
- 7000-Watt Onan Gas Fueled Generator
- PCU Assembly with wired USB Controller
- CCU Assembly
- Cues Steerable Pipe Ranger with 8" to 60" tires and wheels and Ozil Zoom Camera
- Cues WM360 Steerable Compact Pipe Ranger Ozil Zoom Camera
- K2 Summit Reel with 1000 Ft. of 0.35-inch platinum cable
- Floor Mounted Pedestal Crane (Western Mule)
- Wireless HP Officejet 6000 Color Printer
- Retrieval/Downhole pole assembly
- Manhole top roller assembly
- 20 Gallon Washdown system with Electric Pump
- Wireless Keyboard and Mouse set

**PROPOSAL FOR DIPOSAL
TENDER NO: 2023-232001T
CCTV Sewer Inspection Truck – Vehicle 419**

Form of Bid

TO: THE CITY OF SAINT JOHN

The undersigned bidder by virtue of this bid submission is sufficiently familiar with the item(s) identified and being herein offered for sale, and

The undersigned bidder, by virtue of this bid submission, is sufficiently familiar with the requirements and terms and conditions of this sale and agrees to abide by same, and

The undersigned bidder has included with this bid a certified personal or company cheque, in the amount of 50% of the value of the amount offered for the item for sale.

**Item: One (1) 2008 Ford F-450 6.8L V10 4x2 XL
Gasoline fueled Truck c/w 16Ft. Cargo Box and
CCTV Equipment**

Reserve Bid: \$36,000.00 (Plus Tax) .

Bid Amount \$ _____ (Plus Tax)

Deposit \$ _____ (Net of Tax)

It is understood by the undersigned that the authorized signature on the proposal hereby affirms that no collusion with other bidders has taken place. Evidence of collusion shall be cause for rejection of the bid.

COMPANY/BIDDER:	ADDRESS:
NAME:(print)	SIGNATURE:
TEL NO:	E MIAL:
DATE:	*HST No.

*If applicable



NOTICE OF TENDER DECLINE (Fax to 658-4742)

Tender Number:	Tender Closing Date:
Tender Description:	Date Submitted:
Company Name:	Phone Number:
Contact Name:	Fax Number:
Contact Signature:	
Reasons for declining to submit a tender response:	