



City of Saint John

Request for Proposal 2023-232002P –Wheeled Loader

“PROPOSAL 2023-232002P – WHEELED LOADER”

will be received until 4:00:00 p.m., ADT, Wednesday, November 8, 2023, for the supply and delivery of one or more wheeled loaders on a lease basis as per the enclosed specifications, terms, and conditions.

The lowest or any proposal not necessarily accepted.

Mike Lewis, SCMP
(506) 658-2930

Issue Date: Thursday, October 19, 2023

**REQUEST FOR PROPOSAL
2023-232002P
WHEELED LOADER**

SECTION 1 – PROPOSAL REQUIREMENTS

1.0 TO: DEALERS BIDDING ON ENCLOSED SPECIFICATIONS

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

1. This RFP contains one specification: 700-23.
2. In addition to the specifications contained within this RFP an Options section has been added as well. The City of Saint John wishes to consider a number of options to the minimum specifications and each of these are listed in the Options section with a reference to the minimum specification they refer to. Proponents are asked to quote in the Options section the corresponding cost.
3. Should the City of Saint John, upon review of the proposal submissions, choose to replace any item(s) contained in the minimum specification of each vehicle bid, with an item contained in the Options page, the proposed price will be adjusted accordingly.
4. Given that this is a "Proposal Call", all deviations from the minimum specifications will be considered and weighed to assess their effect on the performance of the unit as a whole. Final determination for the acceptance or rejection of deviations from the minimum specifications rests solely with the City of Saint John.
5. The term "standard" is defined as that equipment listed or shown as standard equipment at no extra cost in the manufacturer's publications on the proposed equipment.
6. All bids shall be on the "Proposal of Furnishing" form supplied by the City and shall be in accordance with policies on file in the City of Saint John's Supply Chain Management Office.
7. Failure on the part of the vendor to supply the equipment as awarded in accordance with the terms, conditions, and specifications of the proposal or by the date stated for delivery is a serious matter which may result in the immediate cancellation of the order.

Vendors who anticipate problems or delays are advised to communicate their concerns to the Supply Chain Management Department. This information will assist the City in determining a course of action but may not mitigate the vendor's responsibility or financial obligations.

8. **PROPOSALS RECEIVED BY FAX WILL NOT BE ACCEPTED.**

2.0 WARRANTY/DELIVERY/REGISTRATION

1. Warranty

Proponents are to state specifically any and all warranties covering this/these vehicles. If manufacturer's extended warranties are available, please state extra cost, if any and provide details. Complete unit to be serviced in Saint John during the warranty period without additional charges incurred by the City of Saint John for travel, parts or labour.

2. Standard Equipment

All items listed as Standard in the Manufacturer's Specifications to be included with the vehicle upon delivery.

3. Manufacturer's Specifications

Complete specifications and illustrated description shall be submitted with each bid. Insufficient descriptive information may be cause for rejection of the bid.

4. Vehicle Delivery Inspection Sheet

A Vehicle Delivery Inspection Sheet will be provided to the successful vendor with the issuance of a Purchase Order; this form must accompany the vehicle upon delivery.

5. Delivery

Vehicle(s) and/or attachment(s) are to be delivered as per instructions and in accordance with the requirements of the tender. Deliveries will be accepted by the Manager of Fleet Administration (or his designate) 175 Rothesay Avenue, Saint John, NB.

The successful proponent upon delivery must provide:

- Completed "City of Saint John Vehicle Delivery & Information Sheet" (supplied with Purchase Order)
- Copy of NVIS Card
- Electronic Service Manuals
- Keys
- Bill of Sale (Copy of Invoice)

The City of Saint John reserves the right at any time to inspect additions or modifications to the vehicle prior to its delivery.

6. 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.

In the event that the successful bidder is either a distributor or a manufacturer, importing the vehicle/equipment from the United States (or any other country other than Canada), 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. If successful distributor/manufacturer is unable to comply with these requirements and is able to substantiate this inability to the City's satisfaction, the following documentation must accompany the vehicle/equipment at the time of delivery:

- 1) Certificate of Origin or Certificate of Title, both signed-off for transfer; and
- 2) Completed Vehicle Import Form – Form 1 from the Canada Border Services Agency (CBSA); and
- 3) Proof that 13% Harmonized Sales Tax (HST) has been paid (i.e. invoice, receipt, etc.).

7. Tire Levy

Any and all tire levy charges must be included in the bid price.

3.0 EVALUATION CRITERIA

4.1) Quality and completeness – 5%

Is the proposal presented in an organized and professional manner? Is it in the format required and does it address all of the items and concerns expressed?

4.2) Minimum Specifications – 35%

Does the equipment bid comply with minimum specifications? If not, are the deviations from specifications within acceptable limits and/or do they enhance the serviceability of the equipment?

4.3) Delivery – 15%

Although no performance surety has been requested, proponents are required to quote a firm delivery date. Has the proponent offered a delivery date that is realistic and attainable?

4.4) Service Response Time – 10%

Is the proponent able to respond to all service requirements within one (1) business day, including travel time?

4.5) Value Added – 5%

Has the proponent provided additional innovative solutions to the requirement?

4.6) Cost – 30%

Cost will be a factor, however neither the only factor nor the determining factor, in the evaluation of bids.

4.0 EVALUATION OF PROPOSALS

The lowest proposal bid may not necessarily be accepted. The City of Saint John reserves the right to accept or reject any or all proposals. Proponents may be requested to supply supplemental information after the closing date to support their proposal. Proponents may be asked either in person or by phone for an interview to discuss aspects of their proposal.

5.0 SUBMISSION OF PROPOSALS:

Proposals are to be submitted via email to:

supplychainmanagement@saintjohn.ca

Proponents shall submit:

- one (1) signed technical proposal and supporting information in pdf format, clearly identified as “2023-232002P – Wheeled Loader – Technical Proposal”; and
- one (1) signed financial proposal and supporting information in pdf format, clearly identified as “2023-232002P – Wheeled Loader – Financial Proposal”.

to the attention of:

Mike Lewis, SCMP
Procurement Specialist
Supply Chain Management

SECTION 2 – STANDARD TERMS AND CONDITIONS

GOVERNING LAW, TRADE TREATIES AND POLICIES

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

This procurement is also subject to the following Policies, Legislation and Internal Trade Agreement(s) including:

- Canadian Free Trade Agreement
- The Atlantic Procurement Agreement
- Agreement on the Opening of Public Procurement for New Brunswick and Quebec (2008)
- New Brunswick Procurement Act and Regulation 2014-93
- City of Saint John Policy for the Procurement of Goods, Services and Construction

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, SCMP
Supply Chain Management
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 inquiries 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. Inquiries received after the deadline for enquiries will not receive a response.

SCHEDULE FOR THE BID PROCESS

Issue Date	Thursday, October 19, 2023
Deadline for Enquiries	4:00:00 pm, AST, Monday, October 30, 2023
Deadline for Issuing Addenda	4:00:00 pm, AST, Tuesday, October 31, 2023
Submission Deadline	4:00:00 pm, AST, Wednesday, November 8, 2023

The Schedule for the bid process is tentative only and may be changed by the City in 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 fax to (506) 658-4742 or 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 City of Saint John shall be invoiced for and pay all applicable taxes related to this bid.

REVIEW OF PROPOSALS

The evaluation committee may invite proponents to meet with the review committee to make an oral/visual presentation in support of their proposal. The City will provide the meeting venue at its cost. The proponent shall bear its own costs related to such meeting.

ADDITIONAL INFORMATION FROM PROPONENTS

The City of Saint John reserves the right during evaluation of the bids to seek further information from any proponent and to utilize that information in evaluation and award without becoming obligated to seek further information from any other proponents.

CLARIFICATION OF BIDS

The City of Saint John reserves the right in its sole discretion to clarify any bid after close of bidding without becoming obligated to clarify any other bid.

NEGOTIATION

The City reserves the right in its sole discretion to negotiate the final terms and conditions of the engagement contract with the most probable candidate for award prior to award of the engagement.

PAYMENT

Payment shall be made on a lump sum basis only after the goods are received or the work is complete and Net 45 Days from date of invoice. Invoices are to be sent to: City of Saint John, Accounts Payable Department, P.O. Box 1971, Saint John, NB, E2L 4L1.

DELIVERY / FREIGHT

The net price on each of the commodity(s) and/or service(s) are to be quoted as F.O.B. delivered to Saint John, NB, prepaid.

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.

**City of Saint John
 Wheeled Loader**

Minimum Specifications

SPECIFICATION	COMPLY (✓)		IF “NO” EXPLAIN
	YES	NO	
1. MODEL			
a. New, current model year, not previously used			
2. TYPE			
a. Three point five (3.5) cubic yards (2.68 cu. m.) struck loading bucket			
b. Articulated steering			
c. Four-wheel drive			
d. Thirty thousand (30,000) pounds (13,608 kg) operating weight			
3. ENGINE			
a. One hundred and fifty (150) SAE Net HP, Diesel Engine			
b. Conform to S.A.E. J1349 spec.			
c. Heavy Duty air filter			
d. Heavy Duty muffler			
e. Large capacity coolant system			
f. Anti-freeze tested to negative forty degrees			
g. Full flow oil filter			
h. Heavy duty fuel filter(s)			
4. TRANSMISSION			
a. Full power shift automatic, or hydrostatic			
b. Four (4) forward speeds			
c. Heavy duty cooler			
d. Single lever control			
e. Single stage, single phase torque converter			

SPECIFICATION	COMPLY (✓)		IF “NO” EXPLAIN
	YES	NO	
5. DIFFERENTIALS			
a. All wheel drive with limited slip differentials on both axles or limited slip-on rear axle and locking on the front axle			
b. Full floating axle shafts			
c. Oscillating rear axle, twelve (12) degree each side minimum			
d. Heavy duty universal joints and drive line			
e. Planetary reduction each wheel			
6. STEERING			
a. Articulated			
b. Full hydraulic			
c. Full flow filter protected			
7. BRAKES			
a. Four (4) wheel hydraulic enclosed, wet disc type			
b. Parking brake with dash mounted “Parking Brake On” warning light.			
8. TIRES & WHEELS			
a. Four (4) – 20.5 R 25 - M & S 12 ply - Michelin X snow plus Radial Tires			
b. Tubeless type radial tire			
9. HYDRAULIC SYSTEM			
a. Closed pressurized system			
b. Full flow filter protected			
c. All circuits to be relief valve protected			
d. Oil tank level gauge			
e. All cylinder rods hardened chrome plated			
f. All hydraulic cylinders to be of repairable type			
10. BUCKET			
a. Three and one half (3 1/2) cubic yard (2.68 cu. m.) struck capacity Craig bucket.			

SPECIFICATION	COMPLY (✓)		IF “NO” EXPLAIN
	YES	NO	
b. Heavy duty general purpose type with bottom and sides to be reinforced and hard faced			
c. Bucket to be drilled to accept a non standard bolt on cutting edge (Craig # 36025-00-B (1 of) & # 36026-00-B (2 of) – The intention is to standardize the cutting edges for the City of Saint John loader fleet.			
d. The bucket cutting edge drawing to be supplied.			
e. Attached to loader by Craig QKMC55 quick coupler compatible with the system currently used by the City of Saint John.			
f. Nine (9) feet (2.74m) dump clearance			
g. Breakout force twenty-four thousand (24,000) pounds (10,910 kg)			
h. Static tipping load full turn eighteen thousand (18,000) pounds (8,165kg)			
i. Automatic bucket leveling system			
j. Must conform to S.A.E. J-732			
k. Sealed pins with grease fittings			
11. CAB			
a. R.O.P.S. fully enclosed			
b. Rear frame mounted			
c. Insulated for sound suppression			
d. Windshield wipers and washers front and rear			
e. Heavy duty heater and defroster			
f. Dual outside mirrors			
g. Full instrument gauges / warning lights			
h. Working lights – two (2) front and two (2) rear			
i. Heavy duty air suspension seat with arm rests and adjustable back NO EXCEPTIONS			
j. Interior dome light			
k. Electronic cab controls			
l. Heavy duty seat belt			

SPECIFICATION	COMPLY (✓)		IF "NO" EXPLAIN
	YES	NO	
m. Additional cab mounted defroster fan positioned to clear the windshield with fuse protection and variable speed switch.			
n. Locking fill caps			
o. Front and rear wheel fenders			
p. Electric horn			
q. All lights and reflectors for highway operation			
r. Dash mounted hour meter			
s. Entry handrails and steps with non-slip coatings or materials			
12. ACCESSORIES			
a. Heaviest duty batteries available			
b. Twenty-four (24) volt electrical system			
c. Automatic electric back up alarm			
d. Heavy duty forty-five (45) amp alternator			
e. Amber strobe warning light (Grote # 77453) with dash mounted switch, illuminated on the "ON" position.			
f. Lockable engine and battery compartment doors – master keyed			
g. One hundred and twenty (120) volt engine coolant heater			
h. AM / FM radio			
i. Automatic ride control			
j. Loader to be equipped with a Craig QKMC55 male master coupler with cab controlled hydraulic pins compatible with the system currently used by the City of Saint John.			
k. All hydraulic system components required for the proper operation of the plow and wing must be supplied and installed by the vendor. Model number for Craig plow is T6974 and a Craig 301-10 fully hydraulic, ten (10) foot (3.05 m) wing assembly with hydraulic extension, hydraulic trip, and push pole assembly.			

SPECIFICATION	COMPLY (✓)		IF “NO” EXPLAIN
	YES	NO	
l. Loader must come complete with “Quick-Connect” type hydraulically operated rear wing mount on loader frame.			
m. Must conform to S.A.E. J-732			
n. Sealed pins with grease fittings			
o. The wing to be operated by a cab mounted twelve (12) volt joystick (Parker #MJ7210-1144) and a twelve (12) volt electric solenoid valve (Parker VLP) with built in relief protection. This valve to be covered and fastened securely with easy access for maintenance.			
p. The wing to have a float function.			
q. All hydraulic cylinders to be of heavy duty repairable type.			
r. All hydraulic hoses required to be connected / disconnected when installing or removing the plow & wing system to have heavy-duty quick couplers.			
s. Lincoln or equivalent automatic greasing system to use standard EP-2 chassis grease and must be serviceable without the use of a laptop.			
t. Supply and install a slow-moving vehicle sign on the left rear, as per Canadian Federal and Provincial highway legislation.			
13. OPTIONS			
a. Supply and install rear backup camera			
b. Fully installed “on board” loading scales, complete with printer and telecommunications.			
c. Heavy duty pallet fork attachment to operate in conjunction with the Quik Key loader coupler. Pallet fork attachment to include two hydraulically adjusted L-shaped tines, fully expandable with a minimum of three settings			
14. COLOR			
a. Exterior to be manufacturer’s standard fleet color, please state _____.			

SPECIFICATION	COMPLY (✓)		IF “NO” EXPLAIN
	YES	NO	
b. Vendor must supply paint chips for selection. Final determination of the acceptance of the manufacturer’s fleet color rests with the Manager of Fleet Administration in concert with the user department.			
c. Interior color to be compatible with exterior, other than black			
15. MANUALS			
a. Shop service, parts information, Technical Service Bulletins (TSB’s) are to be provided electronically or through a manufacturer fleet program by the authorized dealer for the life of the loader.			
b. The tire levy and a full tank of fuel shall be included in the tendered loader price.			
c. The supplier is responsible for delivering a fully equipped loader with compatible components to provide dependable efficient service. The loader shall meet or surpass the mandatory requirements of the Canadian Motor Vehicle Safety Standards and bear the National Safety Mark.			
16. TRAINING			
a. The successful supplier of this loader to supply a minimum of eight (8) hours of operation and maintenance training on each system to the City of Saint John maintenance technicians. An additional eight (8) hours training of operational and operators maintenance training is to be available to the City of Saint John operators for each system. This training to be given at a City of Saint John facility at a mutually agreed upon time.			
b. The Manager of Fleet Services (or designate) to be contacted for the training setup and arrangements.			
c. Where applicable provide training videos			
17. WARRANTY			
a. This equipment will be added to the City of Saint John municipal fleet with the intention to install and operate the following:			

SPECIFICATION	COMPLY (✓)		IF “NO” EXPLAIN
	YES	NO	
1) Bucket and attachment coupling system			
2) Reversible plow and wing			
b. Please state the additional cost if any, for a combined “Standard” and “Extended” – Five (5) year – seventy-five hundred (7,500) hour Power Train warranty			
c. The bidder must state specifically any and all warranties covering the loader.			
d. If manufacturer’s extended warranties are available. Please state all extra costs, if any and provide details.			
e. Complete loader to be serviced in Saint John during the warranty period with no extra charges incurred by the City of Saint John for travel, parts or labour.			



**PROPOSAL FOR FURNISHING
 RFP NO. 2023-232002P
 WHEELED LOADER
 To: THE CITY OF SAINT JOHN**

ITEM # 1 - SPEC # 700 –23 Item 1.A. – Wheeled Loader (NEW) – Two Year Lease

The undersigned hereby agrees to furnish the equipment listed in accordance with the specifications on file in the office of the Purchasing Agent and which are attached hereto (all prices to exclude HST).

Mfg. Year: _____ Mfg. Make: _____

Mfg. Model: _____ Mfg. Stock Code: _____

Odometer Reading: _____ Hours Reading: _____

Net purchase price: _____ / Each

Monthly Lease Payment (2-year term): _____

Interest Rate: _____

Buyout at End of Lease: _____

OPTION PRICES

Specify the ADDITIONAL cost of adding each of the following options as specified (excluding HST):

UPGRADE OPTIONS	PRICE/VEHICLE
SPEC 700-23 ITEM 13. A. OPTION: Supply and install rear backup camera.	\$
SPEC 700-23 ITEM 13. B. OPTION: Fully installed “onboard” loading scales complete with printer and telecommunications.	\$
SPEC 700-23 ITEM 13. C. OPTION: Heavy duty pallet fork attachment to operate in conjunction with the Quik Key loader coupler. Pallet fork attachment to include two hydraulically adjusted L- shaped tines, fully expandable with a minimum of three settings.	\$

It is agreed that the unit(s) as bid will be delivered **complete within _____ weeks (state number of weeks)** from date of purchase order and that failure to deliver within such period will be cause for deductions from the bid deposit as detailed in this RFP and/or cancellation of the purchase order. Delivery is to be made to the Fleet Management Division, 175 Rothesay Avenue, Saint John, N.B.

COMPANY:	ADDRESS:
NAME:(print)	SIGNATURE:
TEL NO:	FAX NO:
DATE:	REMARKS: