



## **REQUEST FOR QUOTATIONS**

**Title:** Workplace Garment Purchase

**Reference No.:** 1220-040-2020-042

**FOR THE SUPPLY OF GOODS**

(General Services)

Issue Date: June 16, 2020

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## REQUEST FOR QUOTATIONS

### 1. INTRODUCTION

The City of Surrey (the "City") invites contractors to provide a quotation on the form attached as Schedule B – Form of Quotation to Attachment 1 – Quotation Agreement (the "Quotation") for the supply and delivery of the goods described in Schedule A – Specifications of Goods to Attachment 1 – Quotation Agreement (the "Goods"). The description of the Goods sets out the minimum requirements of the City. A person that submits a Quotation (the "Contractor") should prepare a Quotation that meets the minimum requirements, and may as it may choose, in addition, also include goods, or terms that exceed the minimum requirements.

### 2. ADDRESS FOR DELIVERY

A Quotation should be labelled with the Contractor's name, RFQ title and number. A Quotation should be submitted in the form attached to this RFQ as Schedule B – Form of Quotation.

The Contractor should submit the Quotation electronically in a single pdf file which must be delivered to the City by email at: [purchasing@surrey.ca](mailto:purchasing@surrey.ca)

PDF emailed Quotations are preferred and the City will confirm receipt of emails. Note that the maximum file size the City can receive is 10Mb. If sending large email attachments, Contractors should phone [604-590-7274] to confirm receipt. A Contractor bears all risk that the City's computer equipment functions properly so that the City receives the Quotation.

### 3. DATE

The City would prefer to receive Quotations on or before July 10<sup>th</sup>, 2020.

### 4. INQUIRIES

All inquiries related to this Request for Quotations ("RFQ") should be directed in writing to:

Name: Richard D. Oppelt, Manager, Procurement Services

Email: [purchasing@surrey.ca](mailto:purchasing@surrey.ca)

Reference: 1220-040-2020-042

### 5. ADDENDA

If the City determines that an amendment is required to this RFQ, the City Representative will issue a written addendum by posting it on the BC Bid Website at [www.bcbid.gov.bc.ca](http://www.bcbid.gov.bc.ca) (the "BC Bid Website") and the City Website at [www.surrey.ca](http://www.surrey.ca) (the "City Website") that will form part of this RFQ. It is the responsibility of Contractors to check the BC Bid Website and the City Website for addenda. The only way this RFQ may be added to, or amended in any way, is by a formal written addendum. No other communication, whether written or

oral, from any person will affect or modify the terms of this RFQ or may be relied upon by any Contractor. By delivery of a Quotation, the Contractor is deemed to have received, accepted and understood the entire RFQ, including any and all addenda.

## **6. NO CONTRACT**

This RFQ is simply an invitation for quotations (including prices and terms) for the convenience of all parties. It is not a tender or a request for proposals and no obligations of any kind will arise from this RFQ or the submission of Quotations. The City may negotiate changes to any terms of a Quotation, including negotiation of amendments to Contractors' prices in Schedule B to a Quotation, and may negotiate with one or more Contractors or may at any time invite or permit the submission of quotations (including prices and terms) from other parties who have not submitted Quotations. This RFQ does not commit the City in any way to select a Contractor or to proceed to negotiations for a contract, or to award any contract, and the City reserves the complete right to at any time reject all Quotations and to terminate this RFQ process.

## **7. ACCEPTANCE**

A Quotation will be an offer to the City which the City may accept at any time by signing the copy of the Quotation and delivering it to the Contractor. A Quotation is not accepted by the City unless and until both the authorized signatory of the Contractor and the authorized signatory of the City have signed. Delivery of the signed Agreement by the City may be by fax, pdf e-mail or hard copy. In that event, the contract will be comprised of the documents included in the definition of Agreement in Attachment 1 – Quotation Agreement – Goods.

## **8. CONTRACTOR'S EXPENSES**

Contractors are solely responsible for their own expenses in preparing and submitting Quotations, and for any meetings, negotiations or discussions with the City or its representatives and consultants, relating to or arising from the RFQ. The City will not be liable to any Contractor for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, incurred by the Contractor in preparing and submitting a Quotation, or participating in negotiations for a contract, or other activity related to or arising out of this RFQ.

## **9. CONTRACTOR'S QUALIFICATIONS**

By submitting a Quotation, a Contractor represents that it has the expertise, qualifications, resources, and relevant experience to supply the Goods.

## **10. CONFLICT OF INTEREST**

A Contractor should disclose in its Quotation any actual or potential conflicts of interest and existing business relationships it may have with the City, its elected or appointed officials or employees. The City may rely on such disclosure.

## **11. SOLICITATION OF COUNCIL MEMBERS AND CITY STAFF**

Contractors and their agents will not contact any member of the City Council and City staff with respect to this RFQ, other than the contact person named in Section 4, at any time prior to the award of a contract or the cancellation of this RFQ.

## **12. CONFIDENTIALITY**

All Quotations become the property of the City and will not be returned to the Contractor. All Quotations will be held in confidence by the City unless otherwise required by law. Contractors should be aware the City is a "public body" defined by and subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia.

## **13. SIGNATURE**

The legal name of the person or firm submitting the Quotation should be inserted in the Quotation. The Quotation should be signed by a person authorized to sign on behalf of the Contractor and include the following:

- (a) If the Contractor is a corporation then the full name of the corporation should be included, together with the names of authorized signatories. The Quotation should be executed by all of the authorized signatories or by one or more of them provided that a copy of the corporate resolution authorizing those persons to execute the Quotation on behalf of the corporation is submitted;
- (b) If the Contractor is a partnership or joint venture then the name of the partnership or joint venture and the name of each partner or joint venturer should be included, and each partner or joint venturer should sign personally (or, if one or more person(s) have signing authority for the partnership or joint venture, the partnership or joint venture should provide evidence to the satisfaction of the City that the person(s) signing have signing authority for the partnership or joint venture). If a partner or joint venturer is a corporation then such corporation should sign as indicated in subsection (a) above; or
- (c) If the Contractor is an individual, including a sole proprietorship, the name of the individual should be included.

## Attachment No. 1 – DRAFT QUOTATION AGREEMENT – GOODS

**Reference RFQ Title: Workplace Garment Purchase**

**RFQ No.: 1220-040-2020-042**

**BETWEEN:**

**CITY OF SURREY**

13450 – 104<sup>th</sup> Avenue  
Surrey B.C., V3T 1V8  
(the "City")

**AND:**

\_\_\_\_\_  
(the "Contractor")

**WHEREAS** the City wishes to engage the Contractor to provide the Goods and the Contractor agrees to provide the Goods.

**THEREFORE** in consideration of the payment of one (\$1.00) dollar and other good and valuable consideration paid by each of the parties to the other (the receipt and sufficiency of which is hereby acknowledged) the City and the Contractor agree as follows:

### **DEFINITIONS AND INTERPRETATION**

1. In these General Terms and Conditions:
  - (a) "Agreement" means this agreement and all schedules attached hereto;
  - (b) "City" means the City of Surrey;
  - (c) "Contractor" means a contractor whose Quotation has been accepted by the City and who is supplying the Goods under this Agreement;
  - (d) "Goods" means the equipment or materials that are the subject of this Agreement;
  - (e) "Purchase Price" means the price quoted by the Contractor and accepted by the City, unless otherwise agreed by the parties in writing, and includes all taxes, duties, freight charges and other charges except GST; and
  - (f) "RFQ" means the Request for Quotations.
2. This Agreement may be modified only by express and specific written agreement. In the event of a conflict between the provisions of any documents listed below, then the documents shall govern and take precedence in the following order:
  - (a) this Agreement;
  - (b) Schedule B – Quotation Extracts;
  - (c) Schedule A – Specifications of Goods; and

- (d) other terms, if any, that are agreed to by the parties in writing.
3. The following attached Schedules are a part of this Agreement:  
Schedule A – Specifications of Goods; and  
Schedule B – Quotation Extracts.

## **GOODS**

4. The Contractor will supply the Goods in accordance with this Agreement. The Goods supplied will meet the specifications set out in Schedule A of this Agreement.
5. The Contractor will deliver the Goods free and clear of all liens and encumbrances in the manner and to the destination stipulated. In the event of the Contractor's failure to meet this condition, the Contractor will, on written notice from the City, forthwith return all monies paid by the City on account of the Goods and in addition the City may by written notice terminate this Agreement without liability, and in such event, in addition to the above, the Contractor will be liable for any and all expenses or losses incurred by the City resulting from such failure.

## **PURCHASE PRICE**

6. The City will pay the Purchase Price to the Contractor in accordance with this Agreement. The Purchase Price shall also include without limitation all costs of boxing, packing, crating, and loading and unloading the Goods at the prescribed destination.
7. Time is of the essence.

## **PAYMENT**

8. Invoices should include the Contractor's name, address and telephone number, the City's purchase order number, the Contractor's invoice number, the Contractor's GST registration number or an indication that it is not applicable if the Contractor is a small trader, the quantity, tax (if any) and the complete Purchase Price calculations, including extensions and discounts.
9. The City will pay the invoice, in the amount as the City determines is correct less any deductions for setoffs or holdbacks permitted by this Agreement including, without limitation, those described in Sections 11, 12 and 13, within 30 days of the receipt of the invoice, unless the parties have agreed in writing to other payment terms. The payment by the City of any invoice will not bind the City with respect to any subsequent payment or final payment and will not mean that the City has accepted that the Goods are in accordance with the requirements of this Agreement, or that the Contractor is in any manner released from its obligation to comply with this Agreement.
10. Unless otherwise provided, all dollar amounts referred to in this Agreement are in lawful money of Canada.

Please send your hard copy invoices by mail to:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

## **DEFICIENCIES**

11. The City shall have a reasonable time to inspect and to accept the Goods. The City may reject any Goods not in accordance with this Agreement, whether due to damage resulting from improper packing, loading, unloading or otherwise. The City shall notify the Contractor of rejection of the Goods whereupon the Goods will be held subject to the disposition by the Contractor. Any costs or expenses incurred by the City as a result of the rejection of the Goods are, immediately upon written demand by the City, payable by the Contractor, and may be set off against any payments owing by the City to the Contractor.
12. The City may hold back from payments otherwise due to the Contractor up to 150% of a reasonable estimate, as determined by the City, on account of deficient or defective materials. This holdback may be held, without interest, until replacement Goods are received or such deficiency or defect is remedied.

## **DEFAULT AND TERMINATION**

13. In the event the Contractor does not ship the Goods by the shipping date specified in this Agreement, or does not deliver the Goods by the delivery date specified in this Agreement, or otherwise fails to comply with the requirements of this Agreement, then:
  - (a) the City reserves the right to terminate this Agreement, in whole or in part, and in the event of such termination no payment will be owing by the City on account of this Agreement and the Contractor will be liable for any and all expenses or loss resulting from such failure or delay and will return all monies paid by the City; or
  - (b) if the City does not terminate this Agreement for late shipping or delivery, the City may deduct and setoff from any payments owing to the Contractor all additional costs the City reasonably incurs on account of the late shipping or delivery.
14. The City may by written notice at any time cancel this Agreement with respect to Goods which, as of the date of cancellation, have not been shipped.
15. If the Contractor becomes insolvent or makes an assignment for the benefit of creditors or a receiver or trustee is appointed for the property of the Contractor, then the City may, at its election, and without prejudice to its rights at law or in equity, terminate this Agreement.



16. The City will not accept nor be responsible for any restocking charges for any Goods shipped to the City and then, for whatever reason, returned to the Contractor pursuant to this Agreement. The Contractor is to bear all costs including shipping and handling of returned Goods.

## **WARRANTIES AND INDEMNITIES**

17. The Contractor warrants that the Goods shall be free from defects in design, materials, workmanship and title, shall conform in all respects to the terms of this Agreement, shall be fit and suitable and perform satisfactorily for the purposes and under the conditions made known to the Contractor by the City or which were reasonably inferable. The Goods shall be at least equal to the higher of national standards or codes (such as, by way of illustration, CSA or ASTM), or standards and codes customarily applicable at the place where the City will use the Goods. The Goods shall be of the best quality, if no quality is specified. This general warranty is independent of and without prejudice to any specific warranty or service guarantee offered by the Contractor or third party manufacturer or supplier of the Goods in connection with the purpose for which the Goods were purchased. The Contractor shall assign to the City any warranty or service guarantee offered by a third party manufacturer or supplier of the Goods. Notwithstanding this assignment, if at any time up to one year from the date of delivery or installation (if applicable) the City determines the Goods or any part do not conform to these warranties, the City shall notify the Contractor within a reasonable time after such discovery, and the Contractor shall then promptly correct such nonconformity at the Contractor's expense. Goods used to correct a nonconformity shall be similarly warranted for one year from the date of installation. The Contractor's liability shall extend to all liabilities, losses, damages, claims and expenses incurred by the City caused by any breach of any of the above warranties.
18. The Contractor warrants and guarantees that Goods delivered under this Agreement do not infringe any valid patent, copyright or trademark, foreign or domestic, owned or controlled by any other corporation, firm or person, and agrees to indemnify and save harmless the City and all of its elected and appointed officials, officers, employees, servants, representatives and agents (collectively the "Indemnitees"), from and against any and all claims, demands, causes of action, suits, losses, damages and costs, liabilities, expenses and judgments (including all actual legal costs) by reason of any claim, action or litigation arising out of any alleged or actual infringement of any patent, copyright or trademark, foreign or domestic, relating to the Goods supplied under this Agreement.
19. The Contractor represents and warrants that all Goods delivered under this Agreement shall comply with all applicable codes, statutes, by-laws, rules and regulations, or any federal, provincial, municipal or other competent authority for the time being in force, including any environmental laws and that the Goods are not dangerous to the environment or to person or health.

20. The Contractor will indemnify and save harmless the Indemnitees from and against all claims, demands, causes of action, suits, losses, damages and costs, liabilities expenses and judgments (including all actual legal costs) for damage to or destruction or loss of property, including loss of use, and injury to or death of any person or persons which any of the Indemnitees incur, suffer or are put to arising out of or in connection with any failure, breach or non-performance by the Contractor of any obligation of this Agreement, or any wrongful or negligent act or omission of the Contractor or any employee or agent of the Contractor.

## **CUSTOMS**

21. Documentation for shipments of Goods from outside Canada shall be provided by a Contractor by airmail and shall include all documents as required by law or customary practice. All packages shall be marked as follows:

“Upon arrival, please contact customs broker:  
Livingston International Inc.  
Telephone: 604-685-3555  
Fax: 604-605-8231  
Email: [cst19@livingstonintl.com](mailto:cst19@livingstonintl.com)”

## **INSPECTIONS**

22. If this Agreement pertains to the fabrication, assembly or other processing of the Goods, representatives of the City shall be permitted free access at all reasonable times for the purpose of inspection, testing or obtaining information as to the progress of the fabrication, assembly or processing.

## **SAFETY**

23. If this Agreement includes any inspection, installation or other work on the City's premises by the Contractor, or representative or sub-contractor of the Contractor, all such activity shall be performed and undertaken in strict compliance with all applicable health and safety laws and regulations, including, without limitation, the Workers Compensation Act, the Occupational Health & Safety Regulation and the Hazardous Products Act, and also in strict compliance with any published and issued by the City for use at the City's premises. The Contractor shall provide the City with the Contractor's Workers Compensation Board registration number and a letter from the Workers Compensation Board confirming the Contractor is registered in good standing with the Workers Compensation Board and that all assessments have been paid to the date thereof prior to the City having any obligation to pay monies under this Agreement.

## **WHMIS/MSDS**

24. The Contractor covenants and agrees to comply with all the Workers Compensation Board Occupational Health and Safety Regulations for hazardous materials and substances, and in particular with the "Workplace Hazardous Materials Information Systems (WHMIS)" Regulations. All "Material Safety Data Sheets (MSDS)" will be shipped along with the Goods and any future MSDS updates will be forwarded.

## **SHOP DRAWINGS**

25. The City may require that shop drawings be submitted by the Contractor for review prior to the delivery of the Goods. The City may require that a qualified registered professional engineer stamp and approve a shop drawing prior to submission. Any review of shop drawings by the City will not relieve the Contractor from its obligation to deliver Goods in full compliance with all requirements of this Agreement.

## **WAIVER**

26. Any failure of the City at any time or from time to time to enforce or require the strict keeping or performance of any of the terms and conditions contained in this Agreement shall not constitute a waiver of the terms and conditions and shall not affect or impair the terms or conditions in any way or the City's right at any time to avail itself of any remedies as the City may have for any breach or breaches of the terms and conditions.

## **APPLICABLE LAW**

27. This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia. The City and the Contractor accept the jurisdiction of the courts of British Columbia and agree that any action under this Agreement shall be brought in such courts.

## **NOTICES**

28. Any notice, report or other document that either party may be required or may wish to give to the other should be in writing, unless otherwise expressly provided for, and will be deemed to be validly given to and received by the addressee:
- (a) by hand, on delivery;
  - (b) by facsimile, on transmission; or
  - (c) by mail, five calendar days after posting.

The addresses for delivery will be as follows:

- (a) The City:  
Attention:
- (b) The Contractor:  
Attention:

## **MERGER AND SURVIVAL**

29. The representations, agreements, covenants and obligations set out in this Agreement shall survive the delivery of the Goods and payment of the Purchase Price.

## **ENTIRE AGREEMENT**

30. This Agreement, including any other documents expressly included by reference in this Agreement, contains the entire agreement of the parties regarding the provision of the Goods, and no understandings or agreements, oral or otherwise, exist between the parties except as expressly set out in this Agreement. This Agreement supersedes and cancels all previous agreements between the parties relating to the Goods.
31. In the event that the Contractor issues an invoice, packing slip, sales receipt, or any like document to the City, the City accepts the document on the express condition that any terms and conditions in it which constitute terms and conditions which are in addition to or which establish conflicting terms and conditions to those set out in this Agreement are expressly rejected by the City.

## **SIGNATURE**

32. This Agreement may be executed in one or more counterparts all of which when taken together will constitute one and the same Agreement, and one or more of the counterparts may be delivered by fax transmission or as a pdf file.

## **TERM**

33. The duration of this Agreement will be for ONE (1) year with THREE (3) option years.

## ENUREMENT

34. This Agreement shall enure to the benefit of and be binding upon the respective successors and permitted assigns of the City and the Contractor.

This Quotation Agreement is executed by the Contractor this \_\_\_\_\_ day of \_\_\_\_\_, 202\_.

## CONTRACTOR

**I/We have the authority to bind the Contractor.**

\_\_\_\_\_  
(Legal Name of Contractor)

\_\_\_\_\_  
(Signature of Authorized Signatory)

\_\_\_\_\_  
(Signature of Authorized Signatory)

\_\_\_\_\_  
(Print Name and Position of Authorized Signatory)

\_\_\_\_\_  
(Print Name and Position of Authorized Signatory)

This Quotation Agreement is executed by the City of Surrey this \_\_\_\_\_ day of \_\_\_\_\_, 202\_.

## CITY OF SURREY

by its authorized signatory:

\_\_\_\_\_  
(Signature of Authorized Signatory)

\_\_\_\_\_  
(Print Name and Position of Authorized Signatory)

## SCHEDULE A – SPECIFICATION OF GOODS

### 1. SPECIFICATIONS OF GOODS

- 1.1 The Contractor shall furnish all necessary labour, materials, supplies, and transportation necessary for the supply and delivery of workplace garments (the “Good(s)”),
- 1.2 The City requires the Contractor to provide a variety of workplace garments for use by the City’s Engineering Department – Operations Division in the following Sections:
- Fleet
  - Pumps and Controls
  - Streets
  - Wastewater, Stormwater & Construction
  - Solid Waste
  - Water
- 1.3 The Contractor will furnish an undetermined quantity of a Good(s) in a given period of time and will increase or decrease the quantity of a Good(s) as and when required. The quantities ordered will be those actually required during the Term, and the Contractor will deliver only such quantities as may be ordered. No guarantee of volume is made. An estimated quantity based on past history or other means may be used as a guide.

### 2. GOODS

- 2.1 Workplace garments shall be new, never worn garments. There shall be no preparation charges for the initial issuance of workplace garments. The Contractor shall be responsible to supply top-quality garments of various types and sizes manufactured to the rigid standards demanded by an industrial / municipal setting. The garment types and the estimated number of each include:

Garment Type	Estimated # of Employees	Estimated # of Annual Purchases
Unlined hi visibility <u>coveralls</u> orange with <b>WCB Type 2 reflective tape</b> , 100% cotton twill with gripper front closure with snaps and an expandable action back, with pass through side pockets and chest and back pockets.	Fleet – 44 Pumps & Controls – 16 Streets Central – 39 Streets North – 25 Streets South – 16 Wastewater, Stormwater & Construction – 40 Solid Waste – 12 Water - 44	Fleet – 95 Pumps & Controls – 31 Streets Central – 126 Streets North - 79 Steers South – 47 Wastewater, Stormwater & Construction – 71 Solid Waste – 54 Water 112

- 2.2 The Contractor will include on each work garment an individual's name patch which shall be approximately 1-1/4" x 2/1/2" and be located on the left chest of each garment. Name patches shall be white in colour with blue lettering.
- 2.3 All garments must be delivered to designated points within the following facility locations and sorted as required by the City. All garments must be placed in their designated storage areas at:
- Engineering Operations – Works Yard  
6651 – 148<sup>th</sup> Street, Surrey, B.C.
- 2.4 Additional delivery locations may be added during the term of the Agreement.

### **3. TIME REQUIRED**

- 3.1 While quantities will be ordered as needed throughout the year, there will typically be two larger than normal ordering periods. A large order would be needed in April and again in November, however the Contractor will be required to supply throughout the year.
- 3.2 "AS AND WHEN REQUESTED" QUANTITY - the Contractor is required to provide certain goods to the City on an "as and when requested" basis. Except as expressly provided in this Agreement, the City is not obliged to request any such goods under this Agreement and this Agreement does not represent a commitment to purchase such goods exclusively from the Contractor.

The City may issue orders for the "as and when requested" quantity directly to the Contractor detailing the exact quantities of goods being ordered and the delivery date during the effective period.

### **4. SAMPLES (PROVIDED UPON REQUEST ONLY)**

- 4.1 If requested, a sample Good should be received 5 business days after being requested. The samples should be of the same quality as the material proposed. Each sample should be identified by the "RFQ Reference No." "Brand Name" and "Contractor Name". Contractor should submit one sample of each item quoted for testing or wear testing and approval by the City. Contractors may have another opportunity to submit samples for approval if the first sample was not approved by the City. The Contractor should identify the manufacturer, stock number and demonstrate comparability with appropriate sample(s), catalogue materials, specifications, etc.
- 4.2 Should a Good become unavailable and substituted, or a catalogue number changed during the period of the Agreement, it is the responsibility of the Contractor to notify the City.



## SCHEDULE B – QUOTATION

**RFQ Title: Workplace Garment Purchase**

**RFQ No.: 1220-040-2020-042**

### CONTRACTOR

**Legal Name:** \_\_\_\_\_

**Contact Person and Title:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**Business Telephone:** \_\_\_\_\_

**Business Fax:** \_\_\_\_\_

**Business E-Mail Address:** \_\_\_\_\_

### CITY OF SURREY

TO:

City Representative: Richard D. Oppelt, Manager, Procurement Services

Address: City of Surrey, Surrey City Hall  
13450 – 104<sup>th</sup>. Avenue  
Surrey, B.C., V3T 1V8

Email: [purchasing@surrey.ca](mailto:purchasing@surrey.ca)

1. The Contractor offers to supply to the City of Surrey the Goods for the prices plus applicable taxes as follows:

<b>F.O.B.</b> Destination Freight Prepaid	<b>Payment Terms:</b> A cash discount of ____% will be allowed if invoices are paid within ____ days, or the ____ day of the month following, or net 30 days, on a best effort basis.	<b>Ship Via:</b>
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## PRICING SCHEDULE

### A. Estimated Quantity (Initial Term – One (1) Year)

Item Name (Description and Preferred Specifications)	Delivery Time	Est. Quantity (Initial Term) (a)	U/M	Unit Price (b)	Total Amount = (a) x (b)
Unlined hi visibility coveralls orange with <b>WCB Type 2 reflective tape</b> , 100% cotton twill with gripper front closure with snaps and an expandable action back, with pass through side pockets and chest and back pockets. Comes with name patch.  State: _____ Manufacturer: _____ Brand: _____ Catalogue/Style No.: _____		615	Each		

### B. Option 1 (Within 12 months from Contract Award, Quantity and Sizes to be determined, if exercised).

DESCRIPTION	Unit Price (\$)
Unlined hi visibility coveralls orange with <b>WCB Type 2 reflective tape</b> , 100% cotton twill with gripper front closure with snaps and an expandable action back, with pass through side pockets and chest and back pockets. Comes with name patch. <u>Quantity will be subject to the needs of the City.</u>	\$

### C. Option 2 (Within 24 months from Contract Award, Quantity and Sizes to be determined, if exercised).

DESCRIPTION	Unit Price (\$)
Unlined hi visibility coveralls orange with <b>WCB Type 2 reflective tape</b> , 100% cotton twill with gripper front closure with snaps and an expandable action back, with pass through side pockets and chest and back pockets. Comes with name patch. <u>Quantity will be subject to the needs of the City.</u>	\$

### D. Option 3 (Within 36 months from Contract Award, Quantity and Sizes to be determined, if exercised).

DESCRIPTION	Unit Price (\$)
Unlined hi visibility coveralls orange with <b>WCB Type 2 reflective tape</b> , 100% cotton twill with gripper front closure with snaps and an expandable action back, with pass through side pockets and chest and back pockets. Comes with name patch. <u>Quantity will be subject to the needs of the City.</u>	\$

- Capitalized terms used and not defined in this Quotation will have the meanings given to them in the RFQ. Except as specifically modified by this Quotation, all terms, conditions, representations, warranties and covenants as set out in the RFQ will remain in full force and effect.
- In addition to the warranties provided in the Draft Quotation Agreement, this Quotation includes the following warranties:

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4. I/We have reviewed the RFQ Attachment 1 – Goods. If requested by the City, I/we would be prepared to enter into that Agreement, amended by the following departures (list, if any):

**Requested Departure(s) / Alternative(s)**

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5. The Contractor acknowledges that the departures it has requested in Section 4 of this Quotation will not form part of the Agreement unless and until the City agrees to them in writing by initialing or otherwise specifically consenting in writing to be bound by any of them.
6. Each Quotation should be accompanied by a set of “Contractors Specifications” consisting of a detailed description of the Good proposed and to which Good should conform.

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**Experience, Reputation and Resources**

7. Contractor’s relevant experience and qualifications in delivering the Goods similar to those required by the RFQ:

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8. Key Personnel: Contractors should identify and provide the background and experience for the key personnel that would perform the Contractor’s work, outlining their intended roles in meeting the requirements. Each Contractor should make it clear in its Quotation its relevant knowledge and experience, and that of its proposed key personnel:

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9. Contractors should provide references (name, telephone number) (use the spaces provided and/or attach additional pages, if necessary). The City’s preference is to have a minimum of three references. Previous clients of the Contractor may be contacted at the City’s discretion:

- 
- 
10. I/We the undersigned duly authorized representatives of the Contractor, having received and carefully reviewed the RFQ including without limitation the draft Agreement submit this Quotation in response to the RFQ.

**This Quotation** is offered by the Contractor this \_\_\_\_\_ day of \_\_\_\_\_, 202\_.

**CONTRACTOR**

**I/We have the authority to bind the Contractor**

\_\_\_\_\_  
(Legal Name of Contractor)

\_\_\_\_\_  
(Signature of Authorized Signatory)

\_\_\_\_\_  
(Signature of Authorized Signatory)

\_\_\_\_\_  
(Print Name and Position of Authorized Signatory)

\_\_\_\_\_  
(Print Name and Position of Authorized Signatory)