|  |  |  |
| --- | --- | --- |
|  | **QUOTATION** **SCHEDULE B** |  |

**RFQ Title: Supply and Delivery of Street Sign Posts**

**RFQ No.: 1220-040-2021-025**

**CONTRACTOR**

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

**Contact Person and Title:**

**Business Address:**

**Business Telephone:**

**Business Fax:**

**Business E-Mail Address:**

TO:

**CITY OF SURREY**

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

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

1. It is understood and agreed by the Applicant that should its Application be selected it will result in a standing offer agreement (“**Standing Offer Agreement**”) only and the Goods will be ordered solely on an “as and when required” basis. The aggregate value of the Goods which may be ordered is conditional upon the needs of the City and LMPG members. No compensation will be accrued, owed or paid to any Contractor if Goods are not ordered. Upon executing the Standing Offer the Contractor agrees to provide any Goods ordered by the City or each LMPG member on the terms set out in the Standing Offer. The Standing Offer does not guarantee the quantity of Goods that will be ordered or that any orders will be placed with the Contractor. The Standing Offer does not limit or preclude the right of the City and the LMPG members to purchase identical or similar goods and services from any other source.

2. In furtherance of the RFQ issued on behalf of the City and the LMPG members, I/we, the above-named Contractor, hereby certify we have read and fully understand the RFQ documents and hereby submit our offer for the supply of the Goods.

The City and LMPG members, at its option, accept our Quotation for the supply of all or any portion of the Goods, and may increase or decrease quantities, all without affecting the pricing set out in this offer.

3. If this offer is accepted by the City, such offer and acceptance will create a contract as described in:

(a) the RFQ;

(b) the specifications of Goods set out above and in Schedule A;

(c) the General Terms and Conditions;

(d) this Quotation; and

(e) other terms, if any, that are agreed to by the parties in writing.

4. 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.

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

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

**Please State Reason For Departure(s):**

**Changes and Additions to Specifications:**

6. In addition to the warranties provided in Attachment 1 – Standing Offer Agreement - Goods, this Quotation includes the following warranties:

7. I/We have reviewed the RFQ Attachment 1 – Standing Offer Agreement - Goods, Schedule A – Specifications of Goods. If requested by the City, I/we would be prepared to meet those requirements, amended by the following departures (list, if any):

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

**Please State Reason For Departure(s):**

**Price(s):**

8. Prices are all inclusive (exception being transportation to site costs as set out in Table B – Freight) representing the entire cost to the City and each LMPG member (including all documentation, supervision, labour, materials, supplies, overhead, profit, packing, customs clearance, duties, excise and/or taxes owing at time of importation into Canada, and other fees, imports or taxes.

Unless specifically indicated otherwise below, prices shall be fixed and firm during the contract term. The City and each LMPG member may increase or decrease quantities without affecting the unit prices shown. If there is any discrepancy between unit price and the amount, unit price shall govern.

**Table A: Pricing Table**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **FREIGHT:** Freight is to be broken out and indicated in Table B, below. | | | **Payment Terms:** | | | | | **Ship Via:** | |
| 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. | | | | |
| Item # | Item Description | | | Notes | Lead Time  (days) | Estimated Quantity**\*** | U/M | Unit Price | Amount |
| (a) | (b) | (a) x (b) |
|  | Size (OD) | Gauge | Length |  |  |  |  |  |  |
| 1 | 2.375" | 12 | 10' |  |  | **200** | unit |  |  |
| 2 | 2.375" | 12 | 10'6" |  |  | **412** | unit |  |  |
| 3 | 2.375" | 12 | 12' |  |  | **315** | unit |  |  |
| 4 | 2.375" | 12 | 14' |  |  | **50** | unit |  |  |
| 5 | 2.375" | 13 | 10' |  |  | **4215** | unit |  |  |
| 6 | 2.375" | 13 | 10'6" |  |  | **1670** | unit |  |  |
| 7 | 2.375" | 13 | 12' |  |  | **505** | unit |  |  |
| 8 | 2.375" | 14 | 10' |  |  | **400** | unit |  |  |
| 9 | 2.375” | 14 | 12’ |  |  | **100** | unit |  |  |
| 10 | 1.75” | 14 | 10’ NC | Telspar |  | **35** | unit |  |  |
| 11 | 0.75” | n/a | 10’ NC | Redi-rod Plated |  | **325** | unit |  |  |
|  | **Sleeves** | | |  |  |  |  |  |  |
| 12 | 12" | | |  |  | **As needed** | unit |  |  |
| 13 | 18" | | |  |  | **As needed** | unit |  |  |
| 14 | 24" | | |  |  | **As needed** | unit |  |  |
| **Currency: Canadian** | | | | | | | | | |

**\*ESTIMATED QUANTITIES:** Quantities stated are estimated and not guaranteed. The quantities stated will be used for review purposes only and are based upon an average of actual annual usage.

**Table B: Rate Table for Freight (if applicable):**

|  |  |  |
| --- | --- | --- |
| **Participating LMPG Member** | **Freight per unit**  *to destination* | ***Estimated Quantity***  ***(2021)*** |
| City of Abbotsford | $ | *755* |
| City of Chilliwack | $ | *518* |
| City of Coquitlam | $ | *350* |
| City of Delta | $ | *327* |
| Township of Langley | $ | *535* |
| City of Maple Ridge | $ | *200* |
| City of North Vancouver | $ | *450* |
| District of North Vancouver | $ | 500 |
| City of Port Coquitlam | $ | *210* |
| Langley City | $ | *200* |
| City of Port Moody | $ | *75* |
| City of Surrey | $ | *3730* |
| District of West Vancouver | $ | *300* |
| Resort Municipality of Whistler | $ | *108* |

**CUSTOMER SERVICE:**

9. **Customer Service Approach:** (Note to Contractors: Describe your customer service approach, including issues management, response times, reporting (if any):

10. **Response and Performance:** (Note to Contractors: Describe your ability to repair/replace defective Goods so there is a 100% level of service at all times.):

11. **After Purchase Support:** (Note to Contractors: Describe your after-purchase support, including location of these services and how the City’s and LMPG members needs will be addressed in critical times. Include depth and breadth of support):

12. **Quality Assurance:** (Note to Contractors: Describe your quality assurance program (how Contractor would ensure quality and standards of Goods are achieved):

13. **Extension of Offer (Piggyback):** (Note to Contractors: To promote cooperative purchasing efforts within the public sector, and to provide additional value to the Contractor, additional LMPG members may desire to opt into a contract with the successful Contractor(s) based on the prices, discounts, terms and/or conditions offered to the City and the LMPG members. Identify your willingness to extend your offer under this RFQ to other LMPG members with similar needs within British Columbia): Check one.

🞏 Contractor agrees to extend its offer under this RFQ to other LMPG members within BC under separate agreement to be negotiated with such LMPG member.

🞏 Contractor does not agree to extend its offer under this RFQ to other LMPG members that are not Participating Members of this RFQ.

14. 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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2021.

**CONTRACTOR**

I/We have the authority to bind the Contractor.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Full Legal Name of Contractor)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature of Authorized Signatory)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Print Name and Position of Authorized Signatory)