T-MCC-2406

Standing Offer Supply & Delivery of Green Compost Bins

MUNICIPALITY OF THE COUNTY OF CUMBERLAND
UPPER NAPPAN SERVICE CENTRE
1395 BLAIR LAKE ROAD, RR # 6
AMHERST N.S B4H 3Y4

July 04, 2024

Closing Date: Thursday, July 18th, 2024 at 2:00 pm

Important Note for Bidding:

The proposal must be submitted in paper form at the address given above. Any proposal that is submitted via facsimile or electronic mail will not be accepted.

Name of Company Quoting:_____

Name of Company Representative: _____

Telephone Number:_____ Ext:_____ Fax #:_____

Email Address:_____

Information to Tenders

Municipality: Municipality of the County of Cumberland
1395 Blair Lake Rd
Amherst NS B4H 3Y4

Contact Person: Shelby Hum
Procurement
shelbyhum@cumberlandcounty.ns.ca

1. Standard Terms & Conditions: The Terms and Conditions for this solicitation can be located in Appendix A.

2. Submission of a response to this standing offer Request for Quotation confirms that your company has viewed and accepts these Terms and Conditions.

3. Supplementary Terms and Conditions:

The resulting standing offer will be for a period of three (3) years. Agreement will commence on August 1, 2024 and finish on July 31, 2027. Prices must be firm for this period.

Year 1 to run from August 1, 2024 until July 31, 2025

Year 2 to run from August 1, 2025 until July 31, 2026

Year 3 to run from August 1, 2026 until July 31, 2027

This agreement in no manner commits the Municipality of the County of Cumberland to an exclusive contract for this service.

All questions must be in writing and fielded through Shelby Hum a MINIMUM OF 48 HOURS PRIOR TO QUOTATION CLOSE via email shelbyhum@cumberlandcounty.ns.ca

The Municipality of the County of Cumberland reserves the right to inspect any products supplied as a result of this quotation, either during or after manufacture and delivery and shall be the sole judge as to whether product meets specifications.

Bidders shall include references of other organizations you have supplied similar products and/or services (print clearly): The Municipality of the County of Cumberland reserves the right to contact submitted references at their discretion.

1) NAME OF COMPANY _____

CONTACT PERSON: _____

TELEPHONE #: _____

SCOPE: _____

VALUE: _____

EMAIL: _____

2) NAME OF COMPANY _____

CONTACT PERSON: _____

TELEPHONE #: _____

SCOPE: _____

VALUE: _____

EMAIL: _____

Specifications:

Tenderer must submit price for the purchase and delivery to Springhill, Nova Scotia of the following items:

1.1. The following are mandatory requirements for all green carts:

(a) European style lift and dump, suitable for semi-automated lifting and dumping

(b) balanced to reduce tipping whether full or empty

(c) body to be tapered and free of internal obstructions

(d) uniform design and construction

(e) constructed of UV stabilized HDPE; recycled material is permissible where integrity is equal to or better than virgin HDPE

(f) hardware must be stainless steel or otherwise designed and constructed to resist rusting

(g) new and unused carts

(h) green in colour with pigment throughout

(j) “No Hot Ashes” to be molded into the lid of each cart

(k) free moving lid (no tension), able to be opened fully, same material as container

(l) no latch

(m) handles for moving must be on opposite side from lifting areas

(n) wheels made of vulcanized rubber with a diameter of 10 inches and a minimum tread with of 40 mm.

(o) wheels to be removable for reuse and repair

(p) axles of solid steel (stainless or coated to prevent corrosion), diameter of ¾ inch

(q) impervious to rodents

1.2. In addition to the mandatory requirements for all green carts, set out above, the following are mandatory requirements for the aerated carts:

(a) capacity of 240 litres, capable of holding 0.4kg per litre of capacity without structural damage or deformation during the lifting/dumping cycle

(b) design to facilitate aeration, to promote productive airflow, to encourage aerobic conditions and promote evaporation of water

(c) raised grate, located between 100mm and 200mm from the bottom of the container, design of grate to allow easy removal of materials that fall under grate for cleaning, to be hinged at the back of the container to facilitate the dumping process, constructed of either stainless steel, steel

coated to resist corrosion, or plastic, able to support 100kg;

(d) designed to promote adequate drainage.

(e) Sample of cart must be provided with Tender.

ALSO:

1.3. In addition to the mandatory requirements for all green carts, set out above, the following are mandatory requirements for the non-aerated carts:

capacity of 80 litres, capable of holding 0.4kg per litre of capacity without structural damage or deformation during the lifting/dumping cycle. Sample of cart must be provided with Tender

Item Quote

Aerated Carts

	Number of Bins	Unit Price
Year 1	__1__ - ____ ____ - ____ ____ - ____	$ $ $
Year 2	__1__ - ____ ____ - ____ ____ - ____	$ $ $
Year 3	__1__ - ____ ____ - ____ ____ - ____	$ $ $

Non-Aerated Carts

	Number of Bins	Unit Price
Year 1	__1__ - ____ ____ - ____ ____ - ____	$ $ $
Year 2	__1__ - ____ ____ - ____ ____ - ____	$ $ $
Year 3	__1__ - ____ ____ - ____ ____ - ____	$ $ $

****Contractor shall identify if there is any bulk purchasing discount and at what unit volumes these discounts take effect.**

The supplier agrees to comply with all of the Terms and Conditions.

Vendor Quoting (print clearly):

Name of Company:_____

Address:_____

City & Province:_____ Postal Code:_____

Telephone:_____Fax:_____

Email Address:_____

HST #:_____

Name of Representative:_____

Signature of Representative:_____

Date:_____

APPENDIX A

STANDARD TERMS AND CONDITIONS

1. **Fuel Adjustment**:
    a. There should be NO fuel adjustment for this tender.

2. **Document Deposit:**
    a. None Required

3. **Accuracy of Referencing:**
    a. Indexing and cross-referencing are for convenience only.

4. **Conditions of Tendering**:
    a. The Tenderer is fully responsible for understanding the content requirements.

5. **Tenderer to Investigate**:
    a. Tenderers will be deemed to have familiarized themselves with existing site and working conditions and all other conditions which may affect performance of the contract. No plea of ignorance of such conditions because of failure to make all necessary examinations will be accepted as a basis for any claims for extra compensation or an extension of time.

    There is no mandatory site visit associated with this tender request.

6. **Clarification of Addenda**:
    a. Notify Municipality not less than four (4) working days before Tender Closing of omissions, errors, questions or ambiguities found in the Contract Documents. If the Municipality considers that correction, explanation or interpretation is necessary; a written addendum will be issued. All addenda will form part of the Contract Documents.

7. **Preparation of:**
    a. References, Items Quotes and Company Information must be filled out. Ensure all items are tendered and blanks are filled in by person signing the Tender bid.

8. **Tender Price**:
    a. Price shall be in Canadian dollars and include labour, freight, duty and all applicable taxes, rates, and charges in force at the time of award. Clearly identify each item within Tender response.

    The successful Tenderer will be issued a Purchase Order following the Municipality's decision to accept the tender offer per the conditions set in the Tender Document.

9. **Notices**:
    a. By submitting a Tender the Tenderer agrees to public disclosure of its contents subject to the provisions of the Municipal Government Act relating to Freedom of Information

and Protection of Privacy. Anything submitted in the bid the Tenderer considers "personal information" or "confidential information" of a proprietary nature should be marked confidential and will be subject to appropriate consideration under the Municipal Government Act as noted above.

10. **Tender Security**:
    a. None Required

11. **Contract Security**:
    a. None Required

12. **General Liability Insurance:**
    a. The Tenderer shall purchase and continuously maintain during the term of the Contract or any extension there of a comprehensive general liability policy with limits of not less than five million dollars ($5,000,000.00) with such coverage to be with such insurance company and contents acceptable to the Municipality.

       A copy of which shall be submitted with tender.

13. **Amendment or Withdrawal of Tender**:
    a. Tenders may be amended or withdrawn by letter, email, or facsimile. Amendment or withdrawal by letter, email, or facsimile must be verified by registered letter, postmarked prior to the date and time of closing.

    b. Amendments to individual unit prices is the only acceptable price amendment. Amendments shall not disclose either original or revised total price and should be submitted in a separate, sealed envelope.

    c. Head amendment or withdrawal as follows: "Amendment/Withdrawal of Tender for (Name of Project) (Contract Number) ". Sign and seal as required for Tender, and submit at address given for receipt of Tenders prior to time of Tender Closing.

14. **Informal or Unbalanced Tenders**:
    a. Tenders which, in the opinion of the Municipality, are considered to be informal or unbalanced, and may be rejected.

15. **Right to Accept or Reject Any Tender:**
    a. The Municipality reserves the right to accept or reject any or all Tenders, but not necessarily accept the lowest tender, or to accept any tender which may consider to be in its best interest. The Municipality also reserves the right to waive formality, informality, or technicality in any tender.

       The Municipality reserves the right to negotiate, after the Tender Closing Date, with any Bidder to finalize service arrangements in the best interests of the Municipality.

       The Municipality shall not be bound by trade or custom in dealing with and/or evaluating the responses to the Tender. The Municipality reserves the right to interpret any or all aspects of this Tender as may be most favorable to the Municipality.

In submitting a bid, the Tenderers has accepted the reservation of rights as set out herein and agrees to be bound by same.

16. **Late Tenders**:
    a. Late Tenders will be returned, unopened to the Tenderer