

**FORM A: BID**  
(See B7)

1. Contract Title SUPPLY & DELIVERY OF VANS

2. Bidder

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Usual Business Name of Bidder as it appears on Invoice (if different from above)

\_\_\_\_\_  
Street

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

(Mailing address if different)

\_\_\_\_\_  
Email Address of Bidder

\_\_\_\_\_  
Facsimile Number

\_\_\_\_\_  
Street or P.O. Box

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

(Choose one)

\_\_\_\_\_  
GST Registration Number (if applicable)

The Bidder is:

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Bidder hereby authorizes the following contact person to represent the Bidder for purposes of the Bid.

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Facsimile Number

\_\_\_\_\_  
Email Address

4. Definitions

All capitalized terms used in the Contract shall have the meanings ascribed to them in the General Conditions and D3.

5. Offer The Bidder hereby offers to perform the Work in accordance with the Contract for the price(s), in Canadian funds, set out on Form B: Prices, appended hereto.

6. Commencement of the Work The Bidder agrees that no Work shall commence until he/she is in receipt of a notice of award from the Award Authority authorizing the commencement of the Work.

7. Contract The Bidder agrees that the Bid Opportunity in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Bid.

8. Addenda The Bidder certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract:

No.	Dated
_____	_____
_____	_____
_____	_____

9. Time This offer shall be open for acceptance, binding and irrevocable for a period of sixty (60) Calendar Days following the Submission Deadline.

10. Signatures The Bidder or the Bidder's authorized official or officials have signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature of Bidder or  
Bidder's Authorized Official or Officials

\_\_\_\_\_  
\_\_\_\_\_  
(Print here name and official capacity of individual whose signature appears above)

\_\_\_\_\_  
\_\_\_\_\_  
(Print here name and official capacity of individual whose signature appears above)

**FORM B: PRICES**  
(See B8)

SUPPLY & DELIVERY OF VANS

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	QTY.	UNIT PRICE
1.	Full Size AWD Cargo Van 6000-8600 GVWR	13002	Each	(3)	
2.	Passenger Van 4000 GVWR	13003	Each	(3)	
3.	High Roof Cargo Van 8500 GVWR	13004	Each	(1)	

\_\_\_\_\_  
Name of Bidder

## FORM N: DETAILED SPECIFICATIONS 13002

### 1.0 DESCRIPTION OF EQUIPMENT-

- 1.1 These specifications describe Cargo Vans and other Equipment and features as specified herein.
- 1.2 The Cargo Vans shall be a new 2013 or 2014 model year or newer.
- 1.3 The Cargo Vans and all other items/components shall be the manufacturer's latest models. The vehicles shall be furnished complete and ready for operation. Any parts or accessories not specifically mentioned, but which are required to complete and place the vehicles into successful operation shall be furnished as though specifically mentioned in these specifications. The complete Cargo Vans, and all parts thereof, shall conform in strength and quality of material and workmanship, to the best standards and engineering practice of the industry.

### 2.0 OTHER SPECIFICATIONS AND STANDARDS-

- 2.1 All applicable SAE standards form an integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 2.2 The **Cargo Vans** and all its components and attachments shall comply with the applicable regulations:

Highway Traffic Act = <http://web2.gov.mb.ca/laws/statutes/ccsm/h060e.pHP>  
Manitoba Motor Vehicle Act = <http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/menu.htm>  
Canadian Motor Vehicle Safety Standards, CMVSS = <http://www.gnb.ca/0062/regs/83-163.htm>  
Transport Canada = <http://laws.justice.gc.ca/en/notice/index.html?redirect=%2Fen%2FM-10.01%2F250448.html>  
National Safety Mark, NSM = <http://www.tc.gc.ca/actsregulations/GENERAL/M/mvsa/regulations/mvsrg/001/mvsr3-5.html>  
Manitoba/Winnipeg Safety and Health Act, Parts 12, 22 = <http://web2.gov.mb.ca/laws/statutes/ccsm/w210e.pHP> and <http://www.gov.mb.ca/labour/safety/>  
Canadian Standards Association, CSA = <http://www.csa.ca/about/Default.asp?language=english>  
Under Writers of Canada, U/L = <http://www.ulc.ca/>  
Society of Automotive Engineers, SAE = [http://en.wikipedia.org/wiki/Society\\_of\\_Automotive\\_Engineers](http://en.wikipedia.org/wiki/Society_of_Automotive_Engineers)

- 2.3 It will be the responsibility of the Bidder to inform the City of any deficiencies in these specifications, for under this Contract the Contractor shall be held responsible for the design, performance, reliability and satisfactory operational function of the units.

### 3.0 SERVICE FACILITY-

- 3.1 For the purpose of warranty repairs, the Bidder shall have an authorized service facility located within 10 km of the boundaries of the City of Winnipeg. The facility, or a portion thereof, shall be dedicated to the service and maintenance of the type equipment being offered. Bidders shall provide a description of the service facility including, but not limited to, number of qualified service staff, years of service experience, and general service capabilities within three (3) Business Days upon request of the Contract Administrator.

### 4.0 REFERENCES

- 4.1 The bidder to provide five (5) Canadian references using similar equipment in similar City of Winnipeg working environment:

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**5.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS-**

5.1 Each bid will be evaluated based on adherence to all terms, conditions and requirements outlined in the Bid Opportunity package.

5.2 All items in these specifications must be answered indicating compliance or non-compliance. **BIDDERS SHALL STATE "YES" FOR COMPLIANCE OR STATE DEVIATION**, or give reply where requested to do so. Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.

5.3 **EACH BIDDER IS REQUIRED TO FILL IN EVERY BLANK. FAILURE TO DO SO MAY BE USED AS A BASIS FOR REJECTION OF BID**

**6.0 PERFORMANCE RELIABILITY-**

6.1 The responsibility for the design of the vehicles, its performance and reliability shall rest upon the Contractor. \_\_\_\_\_

6.2 The term "repeated failures" as used herein is defined to mean that the same component, subassembly, or assembly develops repeated defects, breakdowns and/or malfunctions rendering the vehicle inoperative, or requiring repeated shop correction, service and/or replacement during the warranty period applicable for said component, subassembly, of assembly. Minor items or ordinary service adjustments are not included, or considered under the scope of "repeated failures", as well as other factors, such as operational damage due to accidents, misuse or lack of proper maintenance, service and lubrication attention by not following the manufacturer's preventative maintenance schedule. \_\_\_\_\_

6.3 Where the vehicles develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance. \_\_\_\_\_

6.4 The equipment shall be capable of consistent top performance in City of Winnipeg Environment. **Note: The City of Winnipeg has four seasons with ambient temperatures ranging from approximately 90°F (32°C) to -40°F (-40°C).** \_\_\_\_\_

**7.0 FUEL-**

7.1 Where applicable, all equipment must be fully fuelled upon delivery (no exceptions). \_\_\_\_\_

**8.0 QUALIFICATIONS OF MANUFACTURER & CONTRACTOR-**

8.1 The manufacturer of the equipment shall have five (5) years continuous experience manufacturing Cargo Vans. \_\_\_\_\_

8.2 The manufacturer shall have in effect a documented quality control program ensuring that the quality of materials and workmanship, including welding, conforms to the best standards and engineering practice of the industry. \_\_\_\_\_

8.3 The Contractor shall have five (5) years continuous experience servicing, repairing and maintaining Cargo Vans of the type being offered. \_\_\_\_\_

**9.0 NATIONAL SAFETY MARK- (IF APPLICABLE)**

9.1 In Canada, modification to new vehicles can only be done at facilities that are recognized by Transport Canada. All of these facilities must have a National

Safety Mark from Transport Canada. Transport Canada National Safety Mark is a label that indicates that the modifications are compliant with all current Canadian Motor Vehicle Safety Standards (CMVSS) \_\_\_\_\_

**STATE (NSM) #-** \_\_\_\_\_

**10.0 MANITOBA SAFETY INSPECTION- (IF APPLICABLE)**

10.1 The vehicles shall be complete with a current Manitoba Safety Sticker affixed to the driver's side vent window. \_\_\_\_\_

**11.0 ELIGIBLE MODELS-**

11.1 **GMC SAVANA, CHEVROLET EXPRESS OR EQUIVALENT IN ACCORDANCE TO B5. SUBSTITUTES STATED HEREIN.**

11.2 **State** make and model of the equipment bid- \_\_\_\_\_

**12.0 SPECIFICATIONS-**

12.1 GVWR	Approx. 6000-8600 lbs GVWR	_____
12.2 Wheelbase	<b>State-</b>	_____
12.3 Engine	V6, EFI, gasoline	_____
12.4 Fuel consumption	<b>State</b> city rating, L/100km	_____
12.5 Block heater	Required with cord through grille	_____
12.6 Coolant	Antifreeze to -35°C	_____
12.7 Battery	600 CCA	_____
12.8 Transmission	Automatic with overdrive and must come equipped with <b>All-Wheel Drive</b>	_____
12.9 Steering	Tilt and Power	_____
12.10 Brakes	Power with ABS	_____
12.11 Tires - Front & rear	All season radials, <b>state size-</b>	_____
12.12 Spare wheel & tire	Required with carrier	_____
12.13 Mud-flaps	Required, front and rear	_____
12.14 Rear axle	Limited slip or posi-traction	_____
12.15 Traction Control	Required	_____
12.16 Floor covering	Rubber matting in seating and cargo area with two (2) throw-in rubber floor mats	_____
12.17 Auxiliary rear heater	Required with insulated rear heater lines	_____
12.18 Mirrors	Interior rear-view & dual power exterior	_____
12.19 Windshield	Tinted	_____
12.20 Windshield wipers	Intermittent	_____
12.21 Wiper blades	Winter blades with heavy duty rubber boot	_____
12.22 Ignition keys	Three (3) sets required	_____
12.23 Air conditioning	Required	_____
12.24 Front Beverage Holder	Required	_____

12.25 Tilt steering	Required	_____
12.26 Cruise control	Required	_____
12.27 Windows/Door locks	Power	_____
12.28 Remote keyless entry	Two (2) required	_____
12.29 Seats	Two (2) bucket seats, cloth or cloth and vinyl	_____
12.30 Driver and pass. windows	Power	_____
12.31 Rear window defroster	Electric	_____
12.32 Doors - Rear	Dual hinged with windows	_____
- Passenger Side	Dual-hinged with windows	_____
12.33 Interior lights	Dome with door switches on front, side and rear doors	_____
12.34 Radio	AM-FM with CD player, Bluetooth® technology Required for use with cellular phones, "hands-free" capable, voice command activated through vehicle's radio circuit	_____
12.35 Windows	Window in rear and side doors with security screens	_____
12.36 Air bags	Required, front driver's and passenger	_____
12.37 12-Volt power point	Required	_____
12.38 Fuel tank	Fully fuelled upon delivery	_____
12.39 Bumper	Standard front and rear	_____
12.40 Colour - Interior	Blue or grey	_____
12.41 Colour - Exterior	White	_____

**12.42 Optional Pricing- State (if available) optional pricing for the following:**

- Extended length (on all types) \$ \_\_\_\_\_
- Towing Provision Package \$ \_\_\_\_\_
- Trailer Hitch Receiver \$ \_\_\_\_\_
- V8 Gasoline Engine Upgrade \$ \_\_\_\_\_
- V6 Diesel Engine Upgrade \$ \_\_\_\_\_
- Trailer Brake Controller \$ \_\_\_\_\_
- Auxiliary Battery \$ \_\_\_\_\_
- Window configurations, **state-** \$ \_\_\_\_\_
- Upgraded alternator \$ \_\_\_\_\_
- Traction control \$ \_\_\_\_\_
- Stability Control \$ \_\_\_\_\_
- Rear Heat & Air conditioning \$ \_\_\_\_\_
- Sliding passenger side door \$ \_\_\_\_\_
- Illuminated entry \$ \_\_\_\_\_
- Day/Night rear view mirror \$ \_\_\_\_\_
- Rear Bench Seating \$ \_\_\_\_\_
- Driver and Passenger Arm Rests \$ \_\_\_\_\_
- Factory Cargo Partition \$ \_\_\_\_\_
- Security System \$ \_\_\_\_\_
- Panic Alarm \$ \_\_\_\_\_
- (2) Spare Winter Tires & Rims \$ \_\_\_\_\_
- Factory Immobilizer \$ \_\_\_\_\_
- Cargo Spray insulation \$ \_\_\_\_\_

**13.0 WARRANTY-**

13.1 **Warranty-** (all warranty information shall be detailed and include all exclusions. The successful bidder shall provide all published warranty information upon delivery of the equipment. Bidder shall state all warranty information. **State vehicle warranty-**

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**14.0 DELIVERY-**

14.1 **Delivery Point-** The complete unit shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid, including invoice and N.I.V.S. (if applicable) to the WFMA 195 Tecumseh Street, Winnipeg MB.

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14.2 **Delivery Time-** Within (24) twenty-four calendar weeks from the date of official notification of award of contract. Equipment shall be delivered between 8:00 am and 3:00 pm on Business Days.

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14.3 **Delivery Contact-** The Contractor shall contact the Contract Administrator prior to delivery of the equipment.

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14.4 **P.D.I-** A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list

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**15.0 MANUALS-**

15.1 Manuals supplied under this Contract. The manuals shall cover the complete equipment including all components thereof, CD is preferred where available.

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15.2 The following manuals shall be supplied with the units when delivered:

- i) Operator's manual – One (1) per unit
  - ii) Parts and service manuals – one (1) complete sets including preventative maintenance schedules. CDs are preferred.
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**16.0 ALTERNATIVE FUELS- (IF APPLICABLE)**

16.1 Please **state** if there are any alternative fuels offered in your product to assist in The City of Winnipeg Green Fleet Initiatives. If available, please state, type description, benefit, fuel savings, environmental benefits and the cost of the option.

- **CNG Compressed Natural Gas** \$ \_\_\_\_\_
- **Diesel Bio Blends** \$ \_\_\_\_\_
- **Electric** \$ \_\_\_\_\_
- **Other Alternative Fuels** \$ \_\_\_\_\_



## FORM N: DETAILED SPECIFICATIONS 13003

### 1.0 DESCRIPTION OF EQUIPMENT-

- 1.1 These specifications describe Passenger Vans and other Equipment and features as specified herein.
- 1.2 The Passenger Vans shall be a new 2013 or 2014 model year or newer.
- 1.3 The Passenger Vans and all other items/components shall be the manufacturer's latest models. The vehicles shall be furnished complete and ready for operation. Any parts or accessories not specifically mentioned, but which are required to complete and place the vehicles into successful operation shall be furnished as though specifically mentioned in these specifications. The complete Passenger Vans, and all parts thereof, shall conform in strength and quality of material and workmanship, to the best standards and engineering practice of the industry.

### 2.0 OTHER SPECIFICATIONS AND STANDARDS-

- 2.1 All applicable SAE standards form an integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 2.2 The **Passenger Vans** and all its components and attachments shall comply with the applicable regulations:

Highway Traffic Act = <http://web2.gov.mb.ca/laws/statutes/ccsm/h060e.pHP>  
Manitoba Motor Vehicle Act = <http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/menu.htm>  
Canadian Motor Vehicle Safety Standards, CMVSS = <http://www.gnb.ca/0062/regs/83-163.htm>  
Transport Canada = <http://laws.justice.gc.ca/en/notice/index.html?redirect=%2Fen%2FM-10.01%2F250448.html>  
National Safety Mark, NSM = <http://www.tc.gc.ca/actsregulations/GENERAL/M/mvsa/regulations/mvsrg/001/mvsr3-5.html>  
Manitoba/Winnipeg Safety and Health Act, Parts 12, 22 = <http://web2.gov.mb.ca/laws/statutes/ccsm/w210e.pHP> and <http://www.gov.mb.ca/labour/safety/>  
Canadian Standards Association, CSA = <http://www.csa.ca/about/Default.asp?language=english>  
Under Writers of Canada, U/L = <http://www.ulc.ca/>  
Society of Automotive Engineers, SAE = [http://en.wikipedia.org/wiki/Society\\_of\\_Automotive\\_Engineers](http://en.wikipedia.org/wiki/Society_of_Automotive_Engineers)

- 2.3 It will be the responsibility of the Bidder to inform the City of any deficiencies in these specifications, for under this Contract the Contractor shall be held responsible for the design, performance, reliability and satisfactory operational function of the units.

### 3.0 SERVICE FACILITY-

- 3.1 For the purpose of warranty repairs, the Bidder shall have an authorized service facility located within 10 km of the boundaries of the City of Winnipeg. The facility, or a portion thereof, shall be dedicated to the service and maintenance of the type equipment being offered. Bidders shall provide a description of the service facility including, but not limited to, number of qualified service staff, years of service experience, and general service capabilities within three (3) Business Days upon request of the Contract Administrator.

### 4.0 REFERENCES

- 4.1 The bidder to provide five (5) Canadian references using similar equipment in similar City of Winnipeg working environment:

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**5.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS-**

5.1 Each bid will be evaluated based on adherence to all terms, conditions and requirements outlined in the Bid Opportunity package.

5.2 All items in these specifications must be answered indicating compliance or non-compliance. **BIDDERS SHALL STATE "YES" FOR COMPLIANCE OR STATE DEVIATION**, or give reply where requested to do so. Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.

5.3 **EACH BIDDER IS REQUIRED TO FILL IN EVERY BLANK. FAILURE TO DO SO MAY BE USED AS A BASIS FOR REJECTION OF BID**

**6.0 PERFORMANCE RELIABILITY-**

6.1 The responsibility for the design of the vehicles, its performance and reliability shall rest upon the Contractor. \_\_\_\_\_

6.2 The term "repeated failures" as used herein is defined to mean that the same component, subassembly, or assembly develops repeated defects, breakdowns and/or malfunctions rendering the vehicle inoperative, or requiring repeated shop correction, service and/or replacement during the warranty period applicable for said component, subassembly, of assembly. Minor items or ordinary service adjustments are not included, or considered under the scope of "repeated failures", as well as other factors, such as operational damage due to accidents, misuse or lack of proper maintenance, service and lubrication attention by not following the manufacturer's preventative maintenance schedule. \_\_\_\_\_

6.3 Where the vehicles develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance. \_\_\_\_\_

6.4 The equipment shall be capable of consistent top performance in City of Winnipeg Environment. **Note: The City of Winnipeg has four seasons with ambient temperatures ranging from approximately 90°F (32°C) to -40°F (-40°C).** \_\_\_\_\_

**7.0 FUEL-**

7.1 Where applicable, all equipment must be fully fuelled upon delivery (no exceptions). \_\_\_\_\_

**8.0 QUALIFICATIONS OF MANUFACTURER & CONTRACTOR-**

8.1 The manufacturer of the equipment shall have five (5) years continuous experience manufacturing Passenger Vans. \_\_\_\_\_

8.2 The manufacturer shall have in effect a documented quality control program ensuring that the quality of materials and workmanship, including welding, conforms to the best standards and engineering practice of the industry. \_\_\_\_\_

8.3 The Contractor shall have five (5) years continuous experience servicing, repairing and maintaining Passenger Vans of the type being offered. \_\_\_\_\_

**9.0 NATIONAL SAFETY MARK- (IF APPLICABLE)**

9.1 In Canada, modification to new vehicles can only be done at facilities that are recognized by Transport Canada. All of these facilities must have a National Safety Mark from Transport Canada. Transport Canada National Safety Mark is a label that indicates that the modifications are compliant with all current Canadian Motor Vehicle Safety Standards (CMVSS) \_\_\_\_\_

**STATE (NSM) #-** \_\_\_\_\_

**10.0 MANITOBA SAFETY INSPECTION- (IF APPLICABLE)**

10.1 The vehicles shall be complete with a current Manitoba Safety Sticker affixed to the driver's side vent window. \_\_\_\_\_

**11.0 ELIGIBLE MODELS-**

11.1 **DODGE CARAVAN WITH "STOW AND GO" OR EQUIVALENT IN ACCORDANCE TO B5. SUBSTITUTES STATED HEREIN.**

11.2 **State** make and model of the equipment bid- \_\_\_\_\_

**12.0 SPECIFICATIONS-**

12.1 GVWR	Approx. 4000 lbs GVWR.	_____
12.2 Wheelbase	<b>State-</b>	_____
12.3 Engine	V6, EFI, gasoline	_____
12.4 Fuel consumption	<b>State</b> city rating, L/100km	_____
12.5 Block heater	Required with cord through grille	_____
12.6 Coolant	Antifreeze to -35°C	_____
12.7 Battery	600 CCA	_____
12.8 Transmission	Automatic with overdrive and must come equipped with <b>Front Wheel Drive</b>	_____
12.9 Steering	Tilt and Power	_____
12.10 Brakes	Power with ABS	_____
12.11 Tires - Front & rear	All season radials, <b>state size-</b>	_____
12.12 Spare wheel & tire	Required with carrier	_____
12.13 Mud-flaps	Required, front and rear	_____
12.14 Traction Control	Required	_____
12.15 Floor covering	Cloth matting in seating and cargo area with throw-in rubber floor mats for front rear and cargo area	_____
12.16 Auxiliary rear heater/air Conditioning	Required with insulated rear heater lines	_____
12.17 Mirrors	Interior rear-view & dual power exterior	_____
12.18 Windshield	Tinted	_____
12.19 Windshield wipers	Intermittent	_____

12.20 Wiper blades	Winter blades with heavy duty rubber boot	_____
12.21 Ignition keys	Three (3) sets required	_____
12.22 Air conditioning	Required	_____
12.23 Front Beverage Holder	Required	_____
12.24 Tilt steering	Required	_____
12.25 Cruise control	Required	_____
12.26 Windows/Door locks	Power	_____
12.27 Remote keyless entry	Two (2) required	_____
12.28 Seats	Two (2) bucket seats, cloth or cloth and vinyl	_____
12.29 Driver and pass. windows	Power	_____
12.30 Rear window defroster	Electric	_____
12.31 Side Doors	Dual sliding	_____
12.32 Interior lights	Dome with door switches on front, side and rear doors	_____
12.33 Radio	AM-FM with CD player, Bluetooth® technology Required for use with cellular phones, "hands-free" capable, voice command activated through vehicle's radio circuit	_____
12.34 Windows	Windows in rear and side doors with security screens	_____
12.35 Air bags	Required, front driver's and passenger	_____
12.36 12-Volt power point	Required	_____
12.37 Fuel tank	Fully fuelled upon delivery	_____
12.38 Bumper	Standard front and rear	_____
12.39 Colour - Interior	Blue or grey	_____
12.40 Colour - Exterior	White	_____

**13.0 WARRANTY-**

13.1 Warranty- (all warranty information shall be detailed and include all exclusions. The successful bidder shall provide all published warranty information upon delivery of the equipment. Bidder shall state all warranty information. **State vehicle warranty-**

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**14.0 DELIVERY-**

14.1 Delivery Point- The complete unit shall be serviced, ready for operation and delivered F.O.B. with the freight prepaid, including invoice and N.I.V.S. (if

applicable) to the WFMA 185 Tecumseh Street, Winnipeg MB. \_\_\_\_\_

14.2 **Delivery Time**- Within (24) twenty-four calendar weeks from the date of official notification of award of contract. Equipment shall be delivered between 8:00 am and 3:00 pm on Business Days. \_\_\_\_\_

14.3 **Delivery Contact**- The Contractor shall contact the Contract Administrator prior to delivery of the equipment. \_\_\_\_\_

14.4 **P.D.I.**- A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list \_\_\_\_\_

**15.0 MANUALS-**

15.1 Manuals supplied under this contract. The manuals shall cover the complete equipment including all components thereof, CD is preferred where available. \_\_\_\_\_

15.2 The following manuals shall be supplied with the units when delivered:

- i) Operator's manual – One (1) per unit \_\_\_\_\_
- ii) Parts and service manuals – one (1) complete sets including preventative maintenance schedules. CDs are preferred. \_\_\_\_\_

**16.0 ALTERNATIVE FUELS- (IF APPLICABLE)**

16.1 Please **state** if there are any alternative fuels offered in your product to assist in The City of Winnipeg Green Fleet Initiatives. If available, please state, type description, benefit, fuel savings, environmental benefits and the cost of the option.

- **CNG Compressed Natural Gas** \$ \_\_\_\_\_
- **Diesel Bio Blends** \$ \_\_\_\_\_
- **Electric** \$ \_\_\_\_\_
- **Other Alternative Fuels** \$ \_\_\_\_\_

## FORM N: DETAILED SPECIFICATIONS 13004

### 1.0 DESCRIPTION OF EQUIPMENT-

- 1.1 These specifications describe a Cargo Van and other Equipment and features as specified herein.
- 1.2 The Cargo Van shall be a new 2013 or 2014 model year or newer.
- 1.3 The Cargo Van and all other items/components shall be the manufacturer's latest models. The vehicles shall be furnished complete and ready for operation. Any parts or accessories not specifically mentioned, but which are required to complete and place the vehicles into successful operation shall be furnished as though specifically mentioned in these specifications. The complete Cargo Van, and all parts thereof, shall conform in strength and quality of material and workmanship, to the best standards and engineering practice of the industry.

### 2.0 OTHER SPECIFICATIONS AND STANDARDS-

- 2.1 All applicable SAE standards form an integral part of these specifications and shall have precedence in any conflict concerning minimum acceptable standards.
- 2.2 The **Cargo Van** and all its components and attachments shall comply with the applicable regulations:

Highway Traffic Act = <http://web2.gov.mb.ca/laws/statutes/ccsm/h060e.pHP>

Manitoba Motor Vehicle Act = <http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/menu.htm>

Canadian Motor Vehicle Safety Standards, CMVSS = <http://www.gnb.ca/0062/regs/83-163.htm>

Transport Canada = <http://laws.justice.gc.ca/en/notice/index.html?redirect=%2Fen%2FM-10.01%2F250448.html>

National Safety Mark, NSM = <http://www.tc.gc.ca/actsregulations/GENERAL/M/mvsa/regulations/mvsrg/001/mvsr3-5.html>

Manitoba/Winnipeg Safety and Health Act, Parts 12, 22 =

<http://web2.gov.mb.ca/laws/statutes/ccsm/w210e.pHP> and <http://www.gov.mb.ca/labour/safety/>

Canadian Standards Association, CSA = <http://www.csa.ca/about/Default.asp?language=english>

Under Writers of Canada, U/L = <http://www.ulc.ca/>

Society of Automotive Engineers, SAE =

[http://en.wikipedia.org/wiki/Society\\_of\\_Automotive\\_Engineers](http://en.wikipedia.org/wiki/Society_of_Automotive_Engineers)

- 2.3 It will be the responsibility of the Bidder to inform the City of any deficiencies in these specifications, for under this Contract the Contractor shall be held responsible for the design, performance, reliability and satisfactory operational function of the units.

### 3.0 SERVICE FACILITY-

- 3.1 For the purpose of warranty repairs, the Bidder shall have an authorized service facility located within 10 km of the boundaries of the City of Winnipeg. The facility, or a portion thereof, shall be dedicated to the service and maintenance of the type equipment being offered. Bidders shall provide a description of the service facility including, but not limited to, number of qualified service staff, years of service experience, and general service capabilities within three (3) Business Days upon request of the Contract Administrator.

### 4.0 REFERENCES

- 4.1 The bidder to provide five (5) Canadian references using similar equipment in similar City of Winnipeg working environment:

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**5.0 INSTRUCTIONS FOR COMPLETION OF SPECIFICATIONS-**

5.1 Each bid will be evaluated based on adherence to all terms, conditions and requirements outlined in the Bid Opportunity package.

5.2 All items in these specifications must be answered indicating compliance or non-compliance. **BIDDERS SHALL STATE "YES" FOR COMPLIANCE OR STATE DEVIATION**, or give reply where requested to do so. Deviations shall be clearly stated and fully detailed. Alternatives will be considered subject to evaluation.

**5.3 EACH BIDDER IS REQUIRED TO FILL IN EVERY BLANK. FAILURE TO DO SO MAY BE USED AS A BASIS FOR REJECTION OF BID**

**6.0 PERFORMANCE RELIABILITY-**

6.1 The responsibility for the design of the vehicles, its performance and reliability shall rest upon the Contractor. \_\_\_\_\_

6.2 The term "repeated failures" as used herein is defined to mean that the same component, subassembly, or assembly develops repeated defects, breakdowns and/or malfunctions rendering the vehicle inoperative, or requiring repeated shop correction, service and/or replacement during the warranty period applicable for said component, subassembly, of assembly. Minor items or ordinary service adjustments are not included, or considered under the scope of "repeated failures", as well as other factors, such as operational damage due to accidents, misuse or lack of proper maintenance, service and lubrication attention by not following the manufacturer's preventative maintenance schedule. \_\_\_\_\_

6.3 Where the vehicles develops "repeated failures" in service, the Contractor shall make any necessary engineering changes, repairs, alterations or modifications in order to guarantee reliability of performance. \_\_\_\_\_

6.4 The equipment shall be capable of consistent top performance in City of Winnipeg Environment. **Note: The City of Winnipeg has four seasons with ambient temperatures ranging from approximately 90°F (32°C) to -40°F (-40°C).** \_\_\_\_\_

**7.0 FUEL-**

7.1 Where applicable, all equipment must be fully fuelled upon delivery (no exceptions). \_\_\_\_\_

**8.0 QUALIFICATIONS OF MANUFACTURER & CONTRACTOR-**

8.1 The manufacturer of the equipment shall have five (5) years continuous experience manufacturing Cargo Vans. \_\_\_\_\_

8.2 The manufacturer shall have in effect a documented quality control program ensuring that the quality of materials and workmanship, including welding, conforms to the best standards and engineering practice of the industry. \_\_\_\_\_

8.3 The Contractor shall have five (5) years continuous experience servicing, repairing and maintaining Cargo Vans of the type being offered. \_\_\_\_\_

**9.0 NATIONAL SAFETY MARK- (IF APPLICABLE)**

9.1 In Canada, modification to new vehicles can only be done at facilities that are recognized by Transport Canada. All of these facilities must have a National Safety Mark from Transport Canada. Transport Canada National Safety Mark is a label that indicates that the modifications are compliant with all current Canadian Motor Vehicle Safety Standards (CMVSS) \_\_\_\_\_

**STATE (NSM) #-** \_\_\_\_\_

**10.0 MANITOBA SAFETY INSPECTION- (IF APPLICABLE)**

10.1 The vehicles shall be complete with a current Manitoba Safety Sticker affixed to the driver's side vent window. \_\_\_\_\_

**11.0 ELIGIBLE MODELS-**

11.1 **NISSAN NV 200 HIGH ROOF 2500 V6 OR EQUIVALENT IN ACCORDANCE TO B5. SUBSTITUTES STATED HEREIN.**

11.2 **State** make and model of the equipment bid- \_\_\_\_\_

**12.0 SPECIFICATIONS-**

12.1 GVWR	Approx. 4000 lbs GVWR.	_____
12.2 Wheelbase	<b>State-</b>	_____
12.3 Engine	V6, EFI, gasoline	_____
12.4 Fuel consumption	<b>State</b> city rating, L/100km	_____
12.5 Block heater	Required with cord through grille	_____
12.6 Coolant	Antifreeze to -35°C	_____
12.7 Battery	600 CCA	_____
12.8 Transmission	Automatic with overdrive and must come equipped with <b>Front Wheel Drive</b>	_____
12.9 Steering	Tilt and Power	_____
12.10 Brakes	Power with ABS	_____
12.11 Tires - Front & rear	All season radials, <b>state size-</b>	_____
12.12 Spare wheel & tire	Required with carrier	_____
12.13 Mud-flaps	Required, front and rear	_____
12.14 Traction Control	Required	_____
12.15 Floor covering	Cloth matting in seating and cargo area with throw-in rubber floor mats for front rear and cargo area	_____
12.16 Auxiliary rear heater/air Conditioning	Required with insulated rear heater lines	_____
12.17 Mirrors	Interior rear-view & dual power exterior	_____
12.18 Windshield	Tinted	_____
12.19 Windshield wipers	Intermittent	_____



12.20 Wiper blades	Winter blades with heavy duty rubber boot	_____
12.21 Ignition keys	Three (3) sets required	_____
12.22 Air conditioning	Required	_____
12.23 Front Beverage Holder	Required	_____
12.24 Tilt steering	Required	_____
12.25 Cruise control	Required	_____
12.26 Windows/Door locks	Power	_____
12.27 Remote keyless entry	Two (2) required	_____
12.28 Seats	Two (2) bucket seats, cloth or cloth and vinyl	_____
12.29 Driver and pass. windows	Power	_____
12.30 Rear window defroster	Electric	_____
12.31 Side Doors	Dual sliding or barn doors	_____
12.32 Interior lights	Dome with door switches on front, side and rear doors	_____
12.33 Radio	AM-FM with CD player, Bluetooth® technology Required for use with cellular phones, "hands-free" capable, voice command activated through vehicle's radio circuit	_____
12.34 Windows	Window in rear and side doors with security screens	_____
12.35 Air bags	Required, front driver's and passenger	_____
12.36 12-Volt power point	Required	_____
12.37 Fuel tank	Fully fuelled upon delivery	_____
12.38 Bumper	Standard front and rear	_____
12.39 Colour - Interior	Blue or grey	_____
12.40 Colour - Exterior	White	_____

**13.0 WARRANTY-**

13.1 Warranty- (all warranty information shall be detailed and include all exclusions. The successful bidder shall provide all published warranty information upon delivery of the equipment. Bidder shall state all warranty information. **State vehicle warranty-**

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**14.0 DELIVERY-**

14.1 Delivery Point- The complete unit shall be serviced, ready for operation

and delivered F.O.B. with the freight prepaid, including invoice and N.I.V.S. (if applicable) to the WFMA 185 Tecumseh Street, Winnipeg MB.

14.2 **Delivery Time**- Within (24) twenty-four calendar weeks from the date of official notification of award of contract. Equipment shall be delivered between 8:00 am and 3:00 pm on Business Days.

14.3 **Delivery Contact**- The Contractor shall contact the Contract Administrator prior to delivery of the equipment.

14.4 **P.D.I.**- A pre-delivery inspection shall be performed by the Contractor on the equipment. Proof upon inspection including completed check list

**15.0 MANUALS-**

15.1 Manuals supplied under this contract. The manuals shall cover the complete equipment including all components thereof, CD is preferred where available.

15.2 The following manuals shall be supplied with the units when delivered:

- i) Operator's manual – One (1) per unit
- ii) Parts and service manuals – one (1) complete sets including preventative maintenance schedules. CDs are preferred.

**16.0 ALTERNATIVE FUELS- (IF APPLICABLE)**

16.1 Please **state** if there are any alternative fuels offered in your product to assist in The City of Winnipeg Green Fleet Initiatives. If available, please state, type description, benefit, fuel savings, environmental benefits and the cost of the option.

- **CNG Compressed Natural Gas** \$ \_\_\_\_\_
- **Diesel Bio Blends** \$ \_\_\_\_\_
- **Electric** \$ \_\_\_\_\_
- **Other Alternative Fuels** \$ \_\_\_\_\_

## FORM Q-SUSTAINABILITY QUESTIONNAIRE

### **Product Information**

(Yes/No)

#### **Product Sustainability: High Quality, Small Ecological Footprint**

1. Have you employed environmentally innovative best practices and/or technologies in the goods you are supplying in this Bid Opportunity as compared to similar goods? If yes, please describe them below.

Describe:

2. Have you obtained 3rd party environmental certifications for any of the products that you are supplying in this Bid Opportunity?

Describe:

3. Have you performed a life cycle assessment of the goods you are supplying in this Bid Opportunity? If yes, please describe below.

Describe:

4. Are there any other environmentally innovative best practices and/or technologies in the goods you are supplying in this Bid Opportunity that we could have specified in this tender, but have not? If yes, please describe them below.

Describe:

### **Company Information**

#### **Energy and Climate: Reducing Energy Costs and Greenhouse Gas Emissions**

1. Have you measured your corporate greenhouse gas emissions? If yes, please report your total annual greenhouse gas emissions reported in the most recent year measured?

Describe:

2. Have you set publicly available greenhouse gas reduction targets? If yes, what are those targets?

Describe:

**Material Efficiency: Reducing Waste and Enhancing Quality**

1. Do you measure the total amount of solid waste generated from the facilities that produce your product(s) for this Bid Opportunity? If yes, please report for the most recent year measured.

Describe:

2. Have you set publicly available solid waste reduction targets? If yes, what are those targets?

Describe:

3. Do you measure the total water use from facilities that produce your product(s) for this Bid Opportunity? If yes, please report for the most recent year measured.

Describe:

4. Have you set publicly available water use reduction targets? If yes, what are those targets?

Describe:

**Natural Resources: Responsibly Sourced Raw Materials**

1. Have you established publicly available sustainability purchasing guidelines for your direct suppliers that address issues such as environmental compliance, employment practices and product safety?

Describe:

**Social Responsibility: Ensuring Responsible and Ethical Production**

1. Do you have a process for managing social compliance at the manufacturing level?

Describe:

2. Do you work with your supply base to resolve issues found during social compliance evaluations and also document specific corrections and improvements?

Describe:

3. Do you invest in community development activities in the markets you source from and/or operate within? \_\_\_\_\_

Describe:

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