



### REQUEST FOR QUOTATION

QUOTATION:

Steam Truck Metal Housing Enclosure

DATE:

September 25, 2019

FROM:

Kevin Blanchett, Operations Manager

TOWN OF DRUMHELLER REPRESENTATIVE

#### DATE QUOTATION REQUIRED:

YEAR: 2019

MONTH:

October

DAY:

10

TIME:

2:00 PM

**SUBMIT QUOTATION IN A CLEARLY-MARKED AND SEALED ENVELOPE TO THE ATTENTION OF:**

SEND TO MAILING ADDRESS:

TOWN OF DRUMHELLER,  
224 Centre Street  
Drumheller, Alberta T0J 0Y4

**Attention:** Dave Brett, P. Eng  
Director of Infrastructure Services

Quotation: Steam Truck – Metal Housing Enclosure

Your firm is invited to submit a quotation, pursuant to the general conditions for the scope of work as described in this request for quotation. This quotation may not be considered authorization to proceed with the work herein described.

**All Procurement processes will be in compliance with the Town of Drumheller purchasing policy.**

**SECTION #1**

INITIATOR OF REQUEST: Kevin Blanchett, Operations Manager

DATE: YEAR: 2019 MONTH: September DAY: 25

**1. SCOPE OF WORK:**

The Town of Drumheller is seeking a contractor to fabricate a metal housing enclosure for the towns' current steamer truck.

Drawings are included, however prior to construction and to ensure accuracy, mandatory field measurements are required.

Material Specifications for the Metal Housing are as follows:

- Flat frame housing steel shall be 3/16" thick.
- Post material shall be 3' x 1/12" HSS 1/4" steel.
- Three separate removable sides to be manufactured.
- Post shall be installed 2 feet on center.
- Rear panel shall have a 24' x 42" metal sliding door.
- Each drivers and passengers side panel shall have a 20" x 20" access door built (Location to be determined).
- Rear panels shall be fastened to both side panels with removable metal corner connectors.
- All panels to be primed and painted white.

**EVALUATION CRITERIA:**

- Each quotation received will be evaluated on the basis listed below. The Town of Drumheller will have the sole and unfettered discretion to award up to the maximum number of points for each criterion listed below.
- By submitting a quotation, each bidder acknowledges and agrees to waive any right to contest through legal proceedings. The decision to award points in respect to the criteria noted below will be at the sole discretion of the Town of Drumheller.

CRITERIA	WEIGHTING
Cost	75
Specifications	10
Assembly time	15

**QUOTATION INELIGIBILITY**

All pages of the quotation must accompany submission. Quotations that are unsigned, incomplete, improperly signed or sealed, conditional, illegible, late, obscure, contain arithmetical errors, erasures, alterations or irregularities of any kind and may be considered invalid.

The lowest, or any evaluated quotation, may not necessarily be accepted. The Town of Drumheller reserves the right to reject any or all quotations or to accept the quotation evaluated to be in the best interest of the Town of Drumheller.

**SECTION #2**

- 1. Total Cost for a metal housing enclosure less GST. \$ \_\_\_\_\_
- 2. Quotation submission price in effects for 90 days from date of acceptance from Town of Drumheller.

**INTENT**

The undersigned hereby provides a quotation to deliver the product as described within its entirety for the cost as described in section #1.

Company Name: \_\_\_\_\_

Print Name of Authorized Personnel: \_\_\_\_\_

Signature: \_\_\_\_\_

Email address: \_\_\_\_\_

Town of Drumheller: \_\_\_\_\_

Print Name of Authorized Personnel: \_\_\_\_\_

Signature: \_\_\_\_\_

DATE: YEAR 2019 MONTH \_\_\_\_\_ DAY \_\_\_\_\_

Upon completion of signatures above, this document will represent a contract agreement between the contractor and Town of Drumheller.

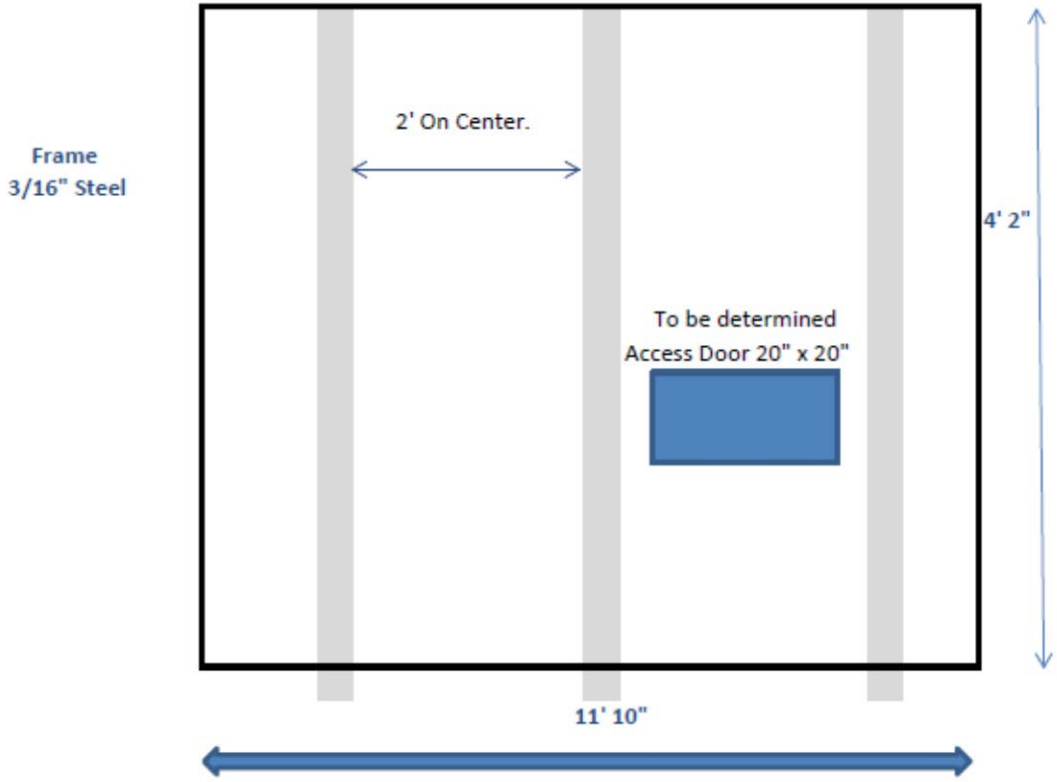
**Acknowledgement of Receive Of Addenda**

Addendum No. \_\_\_\_\_

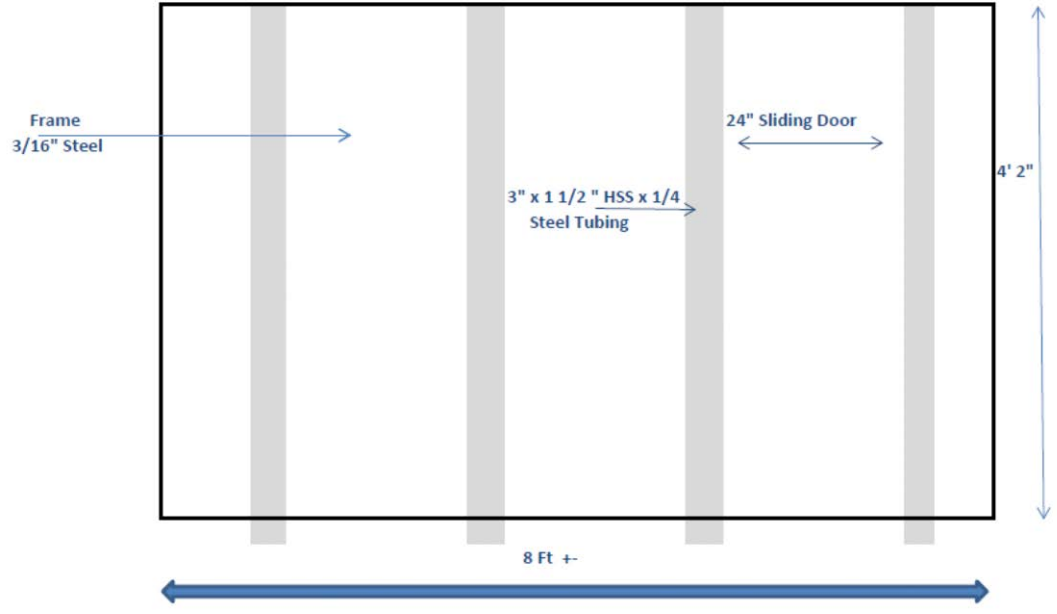
Date: \_\_\_\_\_

Addendum No. \_\_\_\_\_

Date: \_\_\_\_\_



**Details B - Both Sides**



**Details A - Rear Panel**