

SCHEDULE B – QUOTATION

RFQ Title: Supply of Energy Recovery Units for Sewer Heat Recovery Facility

RFQ No: 1220-040-2025-040

**CONTRACTOR**

**Legal Name:**

**Contact Person and Title:**

**Business Address:**

**Business Telephone:**

**Business Fax:**

**Business E-Mail Address:**

**CITY OF SURREY**

City Representative: Sunny Kaila, Manager, Procurement Services

E-mail for PDF Files: purchasing@surrey.ca

1.If this Quotation is accepted by the City, a contract will be created as described in:

(a) the Agreement;

(b) the RFQ; and

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

2.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.

3. I/We have reviewed the RFQ Attachment 1 – Agreement – Goods and Services. 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)**

 **Please State Reason for the Departure(s):**

4. The City requires that the successful Contractor have the following in place **before providing the Goods and Services**:

1. Workers’ Compensation Board coverage in good standing and further, if an “Owner Operator” is involved, personal operator protection (P.O.P.) will be provided,

Workers' Compensation Registration Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

1. Prime Contractor qualified coordinator is Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

1. Insurance coverage for the amounts required in the proposed Agreement as a minimum, naming the City as additional insured and generally in compliance with the City’s sample insurance certificate form available on the City’s Website at [www.surrey.ca](http://www.surrey.ca) search [Standard Certificate of Insurance](http://www.surrey.ca/files/DCT_Standard_Certificate_of_Insurance_2014.docx);

(d) City of Surrey or Intermunicipal Business License: Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

(e) If the Contractor’s Goods and Services are subject to GST, the Contractor’s GST Number is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; and

(f) If the Contractor is a company, the company name indicated above is registered with the Registrar of Companies in the Province of British Columbia, Canada, Incorporation Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

As of the date of this Quotation, we advise that we have the ability to meet all of the above requirements **except as follows** (list, if any):

**Requested Departure(s):**

 **Please State Reason for the Departure(s):**

5.The Contractor acknowledges that the departures it has requested in Sections 3 and 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.

**Changes and Additions to Specifications:**

6. In addition to the warranties provided in the Agreement, this Quotation includes the following warranties:

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

 **Requested Departure(s)**

 **Please State Reason for the Departure(s):**

**Technical Proposal Form**

8**.** Contractor should include in its technical submission information and documentation proposed for this project. Specifications and general information for the Goods listed above should be recorded on this form. Add rows as needed to include additional information.

**Engineering Data:** Contractors should complete, SCHEDULE B-1 – Sewer Heat Recovery Facility – Wastewater Energy Recovery Units. SUBMITTAL RESPONSE FORM

**Fees and Payments**

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

|  |  |  |
| --- | --- | --- |
| **F.O.B.**DestinationFreight Prepaid | **Payment Terms**: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. | **Ship Via:** |
| **Item** | **Specifications / Description** | **Qty** | **Unit Price** | **Total Amount** |
| **A** | Wastewater Energy Recovery Units | 4 | $ | $ |
| **B** | Engineering Submittals | 1 Lot | $ | $ |
| **C** | Site Services, Training and Final Documentation | 1 Lot | $ | $ |
| **D** | Delivery FOB Site | 1 Lot | $ | $ |
| **E** | Sub-Total: | $ |
| **F** | Goods and Services Tax (5%): | $ |
| **G** | B.C. Provincial Sales Tax (7%), as applicable: | $ |
| **H** | **Total Quotation Price:** | $ |
| CURRENCY: Canadian DollarNote: Overheads, General Conditions and Profit are to be included in the above amounts. |

**Payment terms are in Specification 01 27 00.**

**Requested Departure(s):**

**Optional Pricing:**

10. The following is a list of option prices to the Goods and forms part of this RFQ, upon the acceptance of any of the optional prices. The optional prices are an addition to the Total Quotation Price and do not include GST and PST. DO NOT state a revised Total Quotation Price.

|  |  |  |
| --- | --- | --- |
| **Item** | **Description** | **Total Price** |
| (a) | One (1) Year Scheduled Maintenance Contract. | $ |
| (b) | Two (2) Year Scheduled Maintenance Contract. | $ |
| (c) | Five (5) Year Scheduled Maintenance Contract. | $ |
| (d) | Manufacturer’s Recommended Spare Parts | $ |
| CURRENCY: Canadian DollarNote: Overheads, General Conditions and Profit are to be included in the above amounts. |

**Delivery and Submittals:**

11. Documentation Submittals will be provided \_\_\_\_\_\_\_\_\_\_\_\_\_ weeks after notice to proceed or purchase order.

12. Delivery of Equipment, FOB Site, will occur \_\_\_\_\_\_\_\_ weeks after receipt of submittal drawings with comments.

13. Delivery Delays due to rejected or unacceptable submittals will not be cause for the extension of delivery period indicated above.

**Variations from Quotation:**

14. We submit herein a list of alternatives (that will increase or reduce the base cost) including price revisions to our Quotation Price for the alternative and variations we propose to the specification. The deduction may be applied singly or collectively to the Quotation Price. We understand that should an alternative or variation be accepted by the City, it will be included in the contract documents as an addendum to the drawings and specification and not issued as a change order.

 None of the following variation sums have been included in the base Quotation Price. (Attach additional pages(s) as required).

|  |  |
| --- | --- |
| **Substitution/Alternates/Variations** | **Add/Deduct** |
|  | $ |
|  | $ |
|  | $ |
|  | $ |

**Time Schedule:**

15. Contractors should provide an estimated schedule, with major item descriptions and times indicating a commitment to provide the Goods and perform the Services within the time specified (use the spaces provided and/or attach additional pages, if necessary).

MILESTONE DATES \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| ACTIVITY | SCHEDULE IN \_\_\_\_\_\_\_\_\_\_\_ |
|  | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
|  |  |  |  |  |  |  |  |  |  |  |
| SAMPLE |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

**Experience, Reputation and Resources:**

16. Contractor's relevant experience and qualifications in delivering Goods and Services similar to those required by the Agreement (use the spaces provided and/or attach additional pages, if necessary):

17. Contractor's references (name and 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.

18. Contractors should identify and provide the background and experience of all key personnel proposed to provide the Goods and Services (use the spaces provided and/or attach additional pages, if necessary):

**Key Personnel**

|  |  |
| --- | --- |
| Name: |  |
| Experience: |  |
| Dates: |  |
| Project Name: |  |
| Responsibility: |  |

19. Contractors should identify and provide the background and experience of all sub‑contractors and material suppliers proposed to undertake a portion of the Goods and Services (use the spaces provided and/or attach additional pages, if necessary):

|  |  |  |  |
| --- | --- | --- | --- |
| *Description of Goods & Services* | *Sub-Contractors & Material Suppliers Names* | *Years of Working with Contractor* | *Telephone Number and Email* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

20. I/We the undersigned duly authorized representatives of the Contractor, having received and carefully reviewed the RFQ and the 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)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Print Name and Position of Authorized Signatory) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Signature of Authorized Signatory)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Print Name and Position of Authorized Signatory) |