



**Township of McNab/Braeside
Recreation Department**

**CONTRACT DOCUMENTS
RC-2025-07
Request for Proposal
Supply of One (1)
Used 2023-2025
Half (1/2) Ton Crew Cab
Four Wheel Drive Pickup Truck**

Date of Issue: May 9, 2025

Closing Date: May 23, 2025, at 12:00pm

REQUEST FOR PROPOSAL (RFP)

Sealed Bids are invited for the execution of the works described herein.

Contract Number **RC-2025-07**

Described as **Supply of One (1) Used 2023-2025**

Half (1/2) Ton Crew Cab Four Wheel Drive Pickup Truck

Bids shall be addressed to:

**The Township of McNab/Braeside
2473 Russett Drive
Arnprior, Ontario
K7S 3G8**

c/o Lindsey Lee, CAO/Clerk

Bids shall be received **until 12:00 p.m. local time, Friday May 23, 2025**, at the address given above.

FORM OF QUOTATION

FT-1 PROPONENT/BIDDER INFORMATION

Bidder Information

Company Name:

Company Contact:

Address:

City/Province/Postal Code:

Phone Number:

Email:

FT-2 STATEMENT BY BIDDER

BID DOCUMENT NAME: Supply of One (1) Used 2023-2025

BID DOCUMENT NUMBER: RC-2025-07

1. I/We have reviewed all terms and conditions of all forms included as part of this bid package.
2. I/We have read and understand all of the terms and conditions of the forms included as part of this bid package.
3. I/We understand that if our bid is successful, all requirements of the successful bidder as outlined in this document will be completed by the time and in the format required.

Date: _____, 2025.

Signature of Authorized Person

Print Name

Position

Witness

Bidder's Offer

Bidder offers to do the work and to accept payment at the unit prices specified in the, in accordance with the Contract Documents.

1/2 Ton Crew Cab Pick-up Truck					
ITEM No.	ITEM	K/M	YEAR	MAKE/MODEL	BID AMOUNT
1	1/2 ton, 4 Wheel-Drive, Crew Cab Pick-up Truck				\$

Delivery Date: _____

FT-5 SPECIFICATIONS

- 5.1 The specifications describe a crew cab ¹/₂-ton pickup truck, with 4-wheel drive, gasoline-automatic engine, a minimum GVWR of 3,000 kg (6,600 lbs.) and a box length of nominal 1.7 meters (5.5 feet).
- 5.2 The completed unit shall be delivered to the Township of McNab/Braeside, 2473 Russett Drive, Arnprior, Ontario.
- 5.3 The vendor must handle the purchase and installation of plates. The Township will upon acceptance the vehicle provided the information required for the vendor to obtain the necessary license plate. Vehicle shall be registered for the maximum GVWR allowable as stated by the Manufacturer label.
- 5.4 The unit must be current standard production models, for the model year in which they will be delivered and must comply with all Federal and Provincial Legislation in effect, at the time of delivery.
- 5.5 A list of vehicle specifications is required to be attached to this bid.
- 5.6 Vehicle Safety Inspection History is required to be attached to this bid.
- 5.7 Vehicles Accident History is required to be attached to this bid.
- 5.9 Tire specifications are required.
- 5.9 Vehicle is to be free on any liens.
- 5.10 The remaining warranty information is to be included in this bid.
- 5.10 A Used Vehicle Information Package is to be included with this bid.
<https://www.ontario.ca/page/used-vehicle-information-package>
- 5.11 Upon bid acceptance, a safety certificate is to be provided at the expense of the bidder.
- 5.12 Any inquiries during the submission process are to be directed to:

Andrea Lamontagne, Recreation Director
andrea@mcnabbraeside.com
Tel. (613) 623-5756 x 226

One (1) Used 2023-2025 1/2 Ton 4x4 Crew Cab Pickup Truck

<p>Year: _____ Colour: _____</p> <p>Make: _____</p> <p>Model: _____</p> <p>KM: _____</p> <p>V.I.N: _____</p> <p>Legal Registered Owner: _____</p> <p>Address: _____</p>
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Bidder's Comments:

The Township reserves the right to negotiate with bidders after submission and before the award of the contract.

The anticipated award date for RC-2025-07 is June 4, 2025. The bidder shall not revoke its offer until after June 4, 2025.

FT-6 Bid Evaluation Matrix

Scoring Guidelines	Weight
1. Price	40%
2. Vehicle Condition (Mechanical Soundness, KM, Interior & Exterior condition)	30%
3. Warranty (Warranty Included, Service History)	15%
4. Vehicle Specification (Vehicle is suitable for needs)	15%