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**Development and Infrastructure Department**

**REQUEST FOR QUOTATION**

**Contract # ID-05-2026**

**Quotations for: Installation of a Generator at Works Yard 1**

**As Described Herein and Addressed:**

**Attention Clerk, Ramara Township  
By Courier or Drop off  
Township of Ramara Administration Building  
Box 130, 2297 Highway 12, Brechin, ON L0K 1B0**

**Please submit completed proposal in person or by mail in a sealed envelope quoting the above quotation number and closing date.**

**Electronic Submissions will also be accepted and may be forwarded to both [clerks@ramara.ca](mailto:clerks@ramara.ca) and [infrastructure@ramara.ca](mailto:infrastructure@ramara.ca), and shall include all pages of the tender, as well as all supporting documentation. Please include the Contract ID in the subject line of the email.**

**BID SUBMISSION DEADLINE**

**DATE: July 30<sup>th</sup>, 2026**

**TIME: 10:00 AM Eastern Local Time**

**QUESTION SUBMISSION DEADLINE:**

**July 13<sup>th</sup>, 2026**

**11:00 AM Eastern Local Time**

**PUBLIC OPENING: No**

**LOCATION: Township of Ramara Administration Building  
Box 130, 2297 Highway 12, Brechin, ON L0K 1B0**

**LATE SUBMISSIONS WILL NOT BE ACCEPTED**

**The Corporation of the Township of Ramara reserves the right to accept or reject all or part of any Bid and reserves the right to accept other than the lowest Bid and to cancel this Call for Bid at any time.**

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## INSTRUCTIONS TO BIDDERS

### 1. DEFINITIONS

The following definitions apply to the interpretation of the Request for Quotation;

1. **“Addendum”** means a written change, addition, alteration, correction or revision to a bid, proposal or contract document. Addendum/Addenda may be issued following a pre-bid site meeting/conference or as a result of a specification or work scope change to the solicitation.
2. **“Bidder”** means a person or legal entity that is submitting a Tender in response to the Tender Process.
3. **“Bid Form”** is the standard forms provided by the Township. Bidders must complete and submit the forms in order to provide the necessary information for the evaluation of the bids and to create a legally binding bid.
4. **“Bid Price”** means the total price proposed by a Bidder in its Bid Submission for the performance of the Work.
5. **“Bid Submission”** means the information submitted by a Bidder in response to this Request for Tender, also referred to as Bid or Submission.
6. **“Bid Submission Deadline”** is the closing date and time that is provided in the Call for Bid document that a Bidder’s submission must be received by the Township.
7. **“Constructor”** means the successful person or company engaged in the construction business.
8. **“Contract”** means an agreement to be signed between the Owner and a Successful Bidder pursuant to the tender process.
9. **“Contractor”** means the Successful Bidder pursuant to the Tender Process that has extended a contract.
10. **“Contract Administrator”** means a person authorized or appointed by the Township to act on behalf of the Owner in any particular capacity.

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11. **“Closing Time”** Time and Date of Tenders has the meaning ascribed thereto in section ii of these instructions to bidders.
  12. **“General Manager, Development and Infrastructure”** means `the General Manager, Development and Infrastructure for the Township of Ramara or such other person, partnership or corporation as may be authorized by the Council to act on their behalf in any particular capacity.
  13. **“Month”** means the calendar month.
  14. **“OPS”** means the current Ontario Provincial Standards published by the Ontario Standards organization.
  15. **“Request for Tender”** means the Call for Bid document issued by the Township.
  16. **“Semi-Annually”** means twice per calendar year, approximately 6-months apart.
  17. **“Start Work Order”** means the document in writing, referred to in the tender, form that is issued by the Contract Administrator or the Engineer that authorizes the Contractor to begin the work.
  18. **“Successful Bidder(s)”** means a Bidder whose Bid(s) has been awarded by the Township.
  19. **“Tender”** means the tender documents issued by the Owner in respect of a specific opportunity and also refers to the documents submitted by a Bidder in response to this Tender Process.
  20. **“Tender Documents”** means the documents listed in section iii of these Instructions to Bidders.
  21. **“Week”** means the 7-day cycle starting on Sunday and ending on Saturday. The cycle shall not be repeated no less than 5 days apart or no more than 10 days apart.
  22. **“Work”** means the work to be performed by a Contractor pursuant to a Contract issued as a result of this tender as described in the Contract Documents and includes, but is not limited to, the work generally described in Section ii of these Instructions to Bidders.

## 2. GENERAL OVERVIEW

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## INTRODUCTION

The Corporation of the Township of Ramara is seeking quotations from qualified contractors to supply and install a generator unit to service Works Yard 1 located at 3853 Highway 12, Ramara.

## FORM OF TENDER

All quotations must be on the Bid Forms provided, clearly marked with **Installation of a Generator at Works Yard 1**.

## TIMELINE

Steps in RFQ process	Date	Time (if applicable)
Bid Posting	June 26th, 2026	10:00am
Site Visit (Mandatory)	July 6 <sup>th</sup> , 2026	10:00am
Deadline for Questions	July 13 <sup>th</sup> , 2026	11:00am
Deadline for Issuing Addenda	July 14 <sup>th</sup> , 2026	
Deadline for Submission	July 30 <sup>th</sup> , 2026	10:00am
Award Date	Mid July	
Completion of Work Date	December 31 <sup>st</sup> , 2026	

## SITE VISIT

A mandatory site visit will be held at the site on July 6<sup>th</sup>, 2026 at 10:00a.m. The site is located at 3853 Highway 12. All bidders will be required to attend in order for any submission to be considered.

Visitors will be required to wear hi-visibility safety vest/shirt and steel toed boots. Photographs of the site and the area will be allowed, provided no persons are in the photos.

## TENDER DEPOSIT

A tender deposit is not required for this Quotation.

## FREEDOM OF INFORMATION

All submissions to the Township become the property of the Township and such are subject to the *“Municipal Freedom of Information and Protection of Privacy Act.”*

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## BRIBERY/FRAUD

Should any bidder or any of their agents give or offer any gratuity or attempt to bribe any employee of The Township, or to commit fraud, the Township shall be at liberty to cancel the prospective bidder's submission or contract.

## BUY ONTARIO ACT

No preference will be given to any business for goods and/or services provided to the Township and/or Commission, except as required under the Buy Ontario Act. This project will comply, as necessary, with this legislation.

Included in this document are three schedules:

- Schedule IV – List of Major Goods and Services (completed by the Township of Ramara)
- Schedule V – Domestic Supply Chain Commitment Plan (to be completed by the Bidder and submitted with all bids)
- Schedule VI – Domestic Supply Chain Commitment Plan Compliance Declaration (to be completed by the Successful Bidder and submitted with all invoices).

Failure to complete Schedule V with the bid will result in a non-compliant bid. Failure to submit Schedule VI with all invoices will result in held payments until submission. Failure to meet these requirements will result in termination of the contract.

## INSURANCE

The Successful Bidder(s) shall maintain and pay for Comprehensive General Liability Insurance with an insurer acceptable to the Township. The coverage shall include premises and all operations liability to be performed by the bidder. This insurance coverage shall be subject to limits of not less than **Five Million Dollars (\$5,000,000.00)** inclusive **per occurrence** for bodily injury, death and damage to property including loss of use thereof for any one occurrence.

The policy shall include **The Corporation of the Township of Ramara** as an additional insured in respect of all operations performed by or on behalf of the Bidder.

The Bidder(s) shall be entirely responsible for the cost of any deductible that is maintained in any insurance document.

The Insurance Policy shall not be altered, canceled or allowed to expire or lapse, without thirty (30) days prior written notice to the Township.

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The Liability Insurance shall not contain any exclusion of limitations in respect of shoring, underpinning, rising or demolition of any building or structure, pile driving, caisson work, collapse of any structure or land from any cause.

Where applicable the bidder(s) shall carry standard automobile and non-owned automobile liability insurance and shall protect them against all liability arising out of the use of owned or leased vehicles, used by the Bidder(s), its employees or agents. The limits of the liability for both owned and non-owned vehicles shall not be less than **Two Million Dollars (\$2,000,000.00)** per occurrence.

### **WORKPLACE SAFETY AND INSURANCE BOARD (WSIB)**

The successful bidder(s) shall supply a Certificate from the Workplace Safety and Insurance Board prior to the start of the contract indicating that all of the assessments the bidder(s) or subcontractor(s) is liable to pay under *Worker's Safety Insurance Board Act* or successor legislation have been paid and they are in good standing with the Board.

Effective January 1, 2013, Bill 119 legislates that all Contractors and Sub-Contractors categorized under class G: construction, shall have WSIB account and clearance coverage prior to commencing any contract.

Alternatively, if the successful Bidder(s) is an Independent Operator and is not categorized under Class G: Construction, the Bidder(s) shall submit a letter, from the WSIB, confirming that s/he has Independent Operator Status under the WSIB Act for work to be carried out for the Township of Ramara. If the Bidder(s) does not have Independent Operator Status, the Bidder shall.

- I. Complete an Independent Operator Status Questionnaire upon being awarded the contract; and,
- II. Fund all costs associated with any appeal of a determination by WSIB that the Bidder is not an Independent Operator; and,
- III. Provide proof of Employer's Liability Insurance (provided either by WSIB or the Contractor's insurance provider.

The Bidder(s) acknowledges and agrees that the Township is not hiring an employee(s) to perform the work associated with this Tender. As such the Township reserves the right to terminate all Contracts associated with this Tender if all appeals have been exhausted and the bidder(s) are determined by WSIB or court or tribunal of competent jurisdiction to be an employee. Any and all monies to be paid to the bidder(s) shall be returned regardless of the extent of work that has been completed to that point, and all material and documents associated with the Tender, as well as Township property, shall be returned to the Township.

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The bidder(s) acknowledges and agrees that any work completed to the date the appeal process has been completed, and an unfavorable determination is made will be provided to the Township for free and without any expectation of compensation. The risk associated with completing any work while there is an appeal process underway is entirely born by the bidder(s).

## **LIABILITY AND DAMAGES**

The Contractor shall take full responsibility for any and all damages caused during the execution of the work, whether to private property, public property, municipal infrastructure, utilities, roadways, or landscaping.

- The Contractor shall, at their own expense, make good any such damage to the satisfaction of the Township.
- If the Contractor fails to make good on damages within a reasonable timeframe, the Township reserves the right to carry out the repairs and deduct the costs from monies owed to the Contractor.
- The Contractor shall indemnify and hold harmless the Township, its officers, employees, and agents from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of or resulting from the Contractor's performance of the work.

## **ACCESSIBILITY**

The Bidder(s) shall comply with the provisions of the *Accessibility for Ontarians with Disabilities Act 2005*, S.O. 2005, chapter 11 and the Regulations with regard to provision of the goods and/or services contemplated herein, including, without limitation, section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service, as amended. The Bidder(s), when applicable, shall ensure that its employees, agents, volunteers and representatives receive training regarding the provision of the goods and services to person with disabilities. The Bidder(s) acknowledges that the Corporation of the Township of Ramara, in deciding to purchase goods or services through its procurement process, is required to consider the accessibility for persons with disabilities, when applicable and practical to do so.

## **HEALTH & SAFETY**

All work performed under this contract must be carried out in accordance with the terms and conditions of the Ontario Occupational Health and Safety Act (OHSA or the Act), applicable Regulations, applicable standards, and other applicable legal requirements.

Unless otherwise stated, the successful bidder, for the purposes of the Act, shall be designated as the 'Constructor' for this project. The constructor has complete control of the work on behalf

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of the Township and is responsible for regulatory compliance and safe work procedures on the job site.

Any requirement for a Notice of Project to be submitted to the Ministry of Labour (MOL) is the sole responsibility of the constructor.

The Constructor further acknowledges and agrees that any breach or breaches of the Occupational Health and Safety Act, applicable Regulations, Standards, Environmental Protection Act, other legal requirements, and/or their own Health & Safety Policies and Procedures whether by the Constructor or any of its subcontractors may result in:

- The termination of the contract,
- The immediate removal of the Constructor and/or sub-contractor's equipment from the site,
- The forfeiture of all sums owing the constructor/or sub-contractor by the Township of Ramara.

The Constructor's health and safety responsibilities will include the following:

- where hazardous materials, physical agents and/or designated substances are used in the performance of the required work, the successful bidder shall ensure that the requirements of the Occupational Health and Safety Act, applicable Regulations and environmental requirements are complied with,
- ensure workers are aware of the hazardous substances that may be in used at the workplace,
- ensure workers are provided with and wear the appropriate personal protective equipment required for the area when engineering controls aren't practicable,
- demonstrate the establishment and maintenance of health and safety program, with objectives and standards and will provide qualified workers and meet all applicable legislation,
- The Constructor acknowledges that they are familiar with the Occupational Health and Safety Act, applicable Regulations, applicable Standards and other legal requirements that applies to the work being conducted,
- The Contractor covenants and agrees to observe strictly and faithfully the provisions of the Occupational Health and Safety Act, applicable Regulations, and rules circulated there under together with the Constructor's Health and Safety Policies and Procedures.
- The Constructor agrees to indemnify and save the Township of Ramara harmless for damages or fines arising from any breach or breaches of the said Occupational Health and Safety Act and other applicable legal requirements.

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- The Constructor agrees to have a competent supervisor on site at all times when work is in progress, and that this supervisor enforces safe work practices.
  - The Constructor shall allow access to the work site on demand to representatives of the Township of Ramara to inspect work sites.
  - The Constructor agrees that any damages or fines that may be assessed against the Township of Ramara by reason of a breach or breaches of the Occupational Health and Safety Act and applicable Regulations by the Constructor or any of its sub-contractors will entitle the Township of Ramara to off-set the damages so assessed against any monies that the Township of Ramara may from time to time owe the Constructor under this contract or under any other contract whatsoever.
  - Where any portion of the work or services in this Contract is contracted to a sub-contractor, the Constructor agrees that the provisions of this section (**Health & Safety**) will apply to the sub-contractor and the Constructor will enforce said provisions.
  - The Township of Ramara may consider previous OHSA violations as grounds for rejection and the Township of Ramara may terminate any contract arising from this document if the Bidder is continuously in violation of OHSA requirements.

Proof of the above may be required by the Township at any time from tendering to project completion.

Township staff reserve the right to stop work if safety concerns are identified.

## **ASSIGNMENT OF CONTRACT**

The Successful Bidder(s) shall not assign transfer, convoy, sublet or otherwise dispose of this contract or his/her right, title or interest therein, or his/her power to execute such contract, to any other person, company or City, without the previous consent, in writing, of the Township's officials, which consent shall not be unreasonably withheld.

## **UTILITY LOCATES**

### **1. Responsibility**

- Prior to commencing any excavation, grading, or construction activities, the
- Contractor shall be responsible for contacting **Ontario One Call** to obtain locates for all underground and overhead utilities within the project limits.
- The Contractor shall ensure all locates are current and valid prior to beginning work.

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## 2. Verification

- The Contractor is responsible for verifying all utilities in the field.
- The Contractor shall hand-excavate or vacuum-excavate to confirm the exact location of any buried utilities where conflict with the work is suspected.

## 3. Coordination with Utility Owners

- Where relocation, support, or protection of utilities is required, the Contractor shall coordinate directly with the utility owner(s).
- The Contractor shall provide the Contract Administrator with copies of all correspondence and approvals from utility owners prior to commencing work in the affected area.

## 4. Protection of Utilities

- All utilities shall be protected from damage during construction.
- Any damage to utilities caused by the Contractor's operations shall be repaired immediately at the Contractor's expense to the satisfaction of the utility owner and the Municipality.

## 5. Payment

- The cost of obtaining utility locates, coordinating with utility owners, and protecting existing utilities shall be deemed incidental to the work and shall not be paid for separately.

# SPECIFICATIONS

## SCOPE OF WORK

The Contractor is responsible for all labour, materials, equipment, permits, coordination, and testing required for a complete and fully operational system.

### 1. Generator Supply

- Supply one (1) 32 kW liquid-cooled generator, 120/240 V
- Generator to be housed in a weather-proof, outdoor-rated enclosure
- Equipment shall be new, CSA approved, and suitable for permanent outdoor installation in a Canadian climate

### 2. Site Preparation

- Supply and install a new reinforced concrete generator pad
- Pad to be sized and designed in accordance with manufacturer requirements
- Excavation, grading, and restoration as required
- Coordination of generator placement location beside the existing hydro pole near the old (lower) shop.

### 3. Electrical Work

- Supply and install a 400-amp service-entrance-rated automatic transfer switch

- 
- Transfer switch to be mounted on a backboard adjacent to the hydro pole
  - Electrical connections to:
    - Existing electrical services for the old shop, existing shop, and fuel pumps
  - All electrical work to comply with ESA requirements
  - Arrange for ESA inspection and approval
4. Fuel Supply
- Trenching from the generator location to the existing propane tank at the rear of the old shop
  - Supply and install all required propane piping, fittings, and appurtenances
  - Work to comply with TSSA regulations
  - Coordination of inspections and approvals
5. Equipment Handling
- Provide crane services for off-loading and placement of the generator -if required
  - Coordinate delivery, lifting, and placement to avoid damage to municipal property
6. Testing and Commissioning
- Perform full system testing, including:
    - Automatic transfer operation
    - Load testing
    - Fuel system verification
  - Demonstrate proper operation under simulated power failure conditions
  - Provide documentation of testing results
7. Training
- The Contractor and/or Manufacturer shall provide a minimum of one (1) comprehensive training session to the Township. The training shall include, at a minimum:
    - Programming and scheduling of automatic testing for the unit;
    - Alarm functionality, including system alerts and required responses;
    - Basic troubleshooting procedures and diagnostics;
    - General operation and maintenance requirements.
8. Drawings and Information
- The Contractor shall provide the following documentation to the Township:
    - A set of proposed (pre-installation) and as-built drawings clearly indicating the location of all electrical components and fuel supply lines on the site;
    - One hard copy (bound and bookmarked) and one digital copy (pdf and bookmarked) of all operation and maintenance manuals for installed equipment;
    - Complete testing and commissioning reports;

- Documentation confirming inspection and approval of the installation by the Electrical Safety Authority (ESA) and the Technical Standards and Safety Authority (TSSA), as applicable.

## 9. Exclusions

- Standby power supply to the garage addition and solar service is specifically excluded



## COMPLETION OF WORK

The work shall be completed before December 31<sup>st</sup>, 2026.

## AWARD OF QUOTATION

- 1) The Corporation reserves the right, in its sole discretion, to reject any or all bids, and the lowest or highest bid, as the case may be, will not necessarily be accepted.
- 2) Notwithstanding and without restricting the generality of the statement immediately above, the Township of Ramara shall not be required to award or accept a tender, and may choose to either cancel the call for tenders or recall the tenders at a later date:

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- a) when only one bid has been received as the result of a tender call;
  - b) where the lowest responsive and responsible bidder substantially exceeds the estimated cost of the goods or service;
  - c) when all bids received fail to comply with the specifications of tender terms and conditions;
  - d) when a change in the scope of work or specifications is required.

The award of this tender may take the following factors into consideration:

- Compliance with **Ontario's procurement requirements**, including Buy Ontario Act (as applicable);
- Tendered price.

## **PAYMENT**

Payment at the Tendered price shall be paid upon submission of invoice after completion. All submitted invoices must include Schedule V – Domestic Supply Chain Commitment Plan – Compliance Declaration.

## **HOURS OF WORK**

The Contractor will be allowed to carry out operations only during daylight hours between 7:00 a.m. and 5:00 p.m., Monday through Thursday, except Statutory or Civic Holidays, unless otherwise approved or directed by the General Manager, Development and Infrastructure.

This site is an operating Infrastructure Works Yard, and any disruption to the electrical power to the facility must be scheduled at least 48 business-hours ahead of the shutdown.

## **TERM OF CONTRACT**

The Township intends to award the contract for the completion of the work described in the scope of work. It is expected that the Contractor will have all work completed no later than December 31<sup>st</sup>, 2026.

Additional Conditions:

- **Failure to Respond:** The Township reserves the right to engage alternate contractor if the Contractor is unable to meet the required timeframe, or if the Contractor declines work assigned.

- 
- Performance Reviews: The Township will periodically review Contractor performance, safety practices, and responsiveness. Continued poor performance may result in non-renewal or early termination of the contract.

## **QUALIFICATIONS**

The Successful Bidder shall be a company of recognized standing with a minimum of five (5) years of demonstrated experience in this type of work.

The bidder must employ or retain:

- Electricians licensed in the Province of Ontario and authorized under the Electrical Safety Authority (ESA), in accordance with the Electricity Act and Ontario Electrical Safety Code; and
- Gas fitters licensed in Ontario and certified under the Technical Standards and Safety Authority (TSSA), in accordance with applicable provincial regulations.

All work shall be carried out in full compliance with applicable Ontario legislation, codes, and standards.

## **SUB-CONTRACTORS**

### **1. List of Subcontractors**

The Tenderer shall provide with their submission a complete list of all subcontractors proposed to be employed in the performance of the Work, including the nature and scope of each subcontract. The Owner reserves the right to reject any proposed subcontractor and require the Tenderer to substitute an acceptable subcontractor at no additional cost.

### **2. Changes to Subcontractors**

No changes to the list of subcontractors will be permitted without the prior written consent of the Owner. Such consent shall not be unreasonably withheld.

### **3. Responsibility**

The Tenderer acknowledges that they remain fully responsible for the acts and omissions of their subcontractors and for the satisfactory performance of all work, regardless of subcontracting arrangements.

### **4. Submission Form**

The Tenderer shall complete the “Subcontractor Information Form” attached to the Form of Tender. Failure to provide the list of subcontractors at the time of tender submission may result in the Tender being declared informal or non-compliant.

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### 3. SUBMISSION FORMAT AND CONTENTS

#### GENERAL FORMAT OF SUBMISSION

The Township **will not** accept any other format of the Schedule I Items and Prices other than that provided within this Request for Quotation. Schedule I Items and Prices are to be completed **in full** as provided in this document with no modifications, additions or deletions. **Failure to complete Schedule I as stipulated, may result in disqualification of the Bid Submission.**

#### CONTENTS OF SUBMISSION

The Request for Tender Bid Submission **MUST** include the following information and shall be submitted in the same sequence provided:

- I. **Completed Bidder Information Form**
- II. **Provide all mandatory information as requested within Schedule I**
- III. **Ensure Schedule I is initialed and dated**
- IV. **Sub-Contractor Information Form**
- V. **Completed Schedule II – Ability and Experience Form**
- VI. **Schedule III – List of Goods and Services**
- VII. **Completed Schedule IV – Domestic Supply Chain Commitment Plan**
- VIII. **Complete Schedule V – Domestic Supply Chain Commitment Plan – Compliance Declaration**
- IX. **Provide a completed Declaration of Accessibility Compliance form**
- X. **Health and Safety:**
  - Provide a current and valid certificate of clearance from WSIB.

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## **BID FORM**

### **THE CORPORATION OF THE TOWNSHIP OF RAMARA 2026 INSTALLATION OF GENERATOR AT WORKS YARD 1**

#### **DOCUMENTS TO BE ENCLOSED WITH THIS FORM INCLUDING BUT NOT LIMITED TO:**

- i. Bidder Information Form**
- ii. Schedule I – Items and Prices**
- iii. Sub-Contractor Information Form**
- iv. Schedule II – Ability and Experience Form**
- v. Schedule III – List of Major Good & Services**
- vi. Schedule IV – Domestic Supply Chain Supply Commitment Plan**
- vii. Schedule V – Domestic Supply Chain Commitment Plan –  
Compliance Declaration**
- viii. Declaration of Accessibility Compliance Form**
- ix. Health & Safety Information**

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**BIDDER INFORMATION FORM**

**BIDDERS MUST COMPLETE THIS FORM AND INCLUDE WITH THEIR SUBMISSION  
PLEASE ENSURE ALL INFORMATION IS LEGIBLE.**

<b>Company Name</b>	
<b>Bidder's Main Contact Individual</b>	
<b>Address (Including postal code)</b>	
<b>Office Phone #</b>	
<b>Toll Free#</b>	
<b>Cellular#</b>	
<b>Fax#</b>	
<b>E-Mail Address</b>	
<b>Website</b>	
<b>HST Account #</b>	

**I CERTIFY THAT ALL PRICES IN SCHEDULE I CONSTITUTE THE OFFICAL BID  
SUBMISSION AND PRICING.**

**NAME:** \_\_\_\_\_  
(PRINT)

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**SCHEDULE I – ITEMS AND PRICES**

**Any modifications of this form will result in the bid being disqualified. This Bid Form must be completed in full.**

**REQUIRED WORKS**

<b>ITEM</b>	<b>WORK</b>	<b>DESCRIPTION</b>	<b>PRICE</b>
1.	Generator Supply	32 kW liquid-cooled generator, 120/240 V	\$
2.	Site Preparation	Supply and install a new reinforced concrete generator pad, including trenching for electrical and fuel supply	\$
3.	Electrical Work	Installation of generator unit, connect to fuel supply, test and commission unit – ready for use.	\$
<i>Subtotal</i>			\$
<i>HST (13%)</i>			\$
<b>Total</b>			\$

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

The Corporation of the Township of Ramara reserves the right to accept or reject all or part of any Bid and reserves the right to accept other than the lowest Bid and to cancel this Call for Bid at any time.

**GENERATOR INFORMATION**

Make	Model	Lead time

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### SUB-CONTRACTORS INFORMATION FORM

(To be completed for all sub-contractors representing a portion of this Bid Submission)

<b>Sub-Trade</b>	<b>Proposed Sub-Contractor</b>	<b>Address / Phone #</b>	<b>Approximate Value of Sublet Work</b>

**SCHEDULE II – ABILITY AND EXPERIENCE FORM**

The Bidder shall provide below three (3) separate References, **not including the Township of Ramara**, having purchased a similar size and design of goods and/or services as specified herein for a previous three (3) year period from the issuance of this document.

<b>REFERENCE #1</b>	
Customer	
Contact Name & Phone Number	
Date of Purchase	
Description of Goods or Services Provided	
<b>REFERENCE #2</b>	
Customer	
Contact Name & Phone Number	
Date of Purchase	
Description of Goods or Services Provided	
<b>REFERENCE #3</b>	
Customer	
Contact Name & Phone Number	
Date of Purchase	
Description of Goods or Services Provided	

**REFERENCE RELEASE FORM**

I \_\_\_\_\_ (authorised signatory for the submitting firm) authorize the Township to contact the person and/or organization listed on the ABILITY & EXPERIENCE FORM, for the purpose of obtaining information relating to the bidder.

The Township reserves the right to call references if in its sole discretion finds a need to do so. The Township reserves the right to check other references other than listed herein.

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**SCHEDULE III – LIST OF MAJOR GOODS AND SERVICES**

<b>Project No:</b>	<b>ID-05-26</b>
<b>Project Name:</b>	<b>Installation of Generator at Works Yard 1</b>
<b>Bidder Name:</b>	

For the purposes of the Domestic Supply Chain Commitment Plan, the major goods and services for this Quotation may include, as applicable to the Work:

1. Generator Supply – specified in the Scope of Work.
2. Site Preparation – Supply and install new reinforced concrete generator pad, including trenching.
3. Equipment – Trenching and crane equipment used for site preparation and installation.
4. Labour – Installation of generator unit, connect to fuel supply, test and commission unit.

The Bidder shall ensure that its Domestic Supply Chain Commitment Plan applies to all categories relevant to the Work.

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## SCHEDULE IV – DOMESTIC SUPPLY CHAIN COMMITMENT PLAN

<b>Project No:</b>	<b>ID-05-26</b>
<b>Project Name:</b>	<b>Installation of Generator at Works Yard 1</b>
<b>Bidder Name:</b>	

### 1. Bidder Commitment

The bidder confirms that, if awarded the Contract, it will meet or exceed the following minimum domestic content requirement for the major goods and services identified by the Township in the Quotation Documents:

#### **Minimum Commitment: 30%**

This commitment applies to the total value of the major goods and services identified by the Township for this Quotation, including applicable goods and services supplied by subcontractors, suppliers, manufacturers, and fabricators.

### 2. Applicable Commitment Basis

#### **Ontario and Canada**

The minimum commitment will consist of Ontario-Made Goods and Ontario Services together with Canadian-Made Goods and Canadian Services.

### 3. Bidder Acknowledgement

The bidder acknowledges and agrees that:

1. This Domestic Supply Chain Commitment Plan is a mandatory eligibility requirement of the Quotation and is not scored;
2. Failure to submit this completed form may result in the Quotation being declared non-compliant and excluded from any and all further evaluation;
3. If awarded the Contract, this commitment will form part of the Contract;
4. The Bidder is responsible for ensuring that its subcontractors, suppliers, manufacturers, and fabricators support the commitment made in this form;
5. The Township may request clarification or supporting documentation before, during, and/or after award for the purpose of verifying compliance; and
6. Any material misrepresentation in this form, or failure to comply with the commitment during and/or after award, may result in disqualification or the exercise of contractual remedies by the Township.

### 4. Bidder Declaration

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The Bidder certifies that the information provided in this Domestic Supply Chain Commitment Plan is complete and accurate to the best of its knowledge and is based on the Bidder's proposed performance of the Work.

Authorized Signing Officer: \_\_\_\_\_

Title: \_\_\_\_\_

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

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

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**SCHEDULE V – DOMESTIC SUPPLY CHAIN COMMITMENT PLAN – COMPLIANCE  
DECLARATION**

To Accompany All Progress Payment Application/Invoice

**1.Contract Information**

Project Number:	<b>ID-05-26</b>
Project Name:	<b>Installation of Generator at Works Yard 1</b>
Contractor Name:	
Progress Payment Application/Invoice No:	
Payment Period Covered:	
Date of Declaration:	

**2.Contractor Declaration**

I, \_\_\_\_\_, in my capacity as \_\_\_\_\_ of the Contractor named above, and being duly authorized to bind the Contractor, hereby declare and certify to the Township of Ramara as follows:

1. The Contractor has performed the Work during the payment period identified above in a manner consistent with the Contractor's Domestic Supply Chain Commitment Plan submitted with its quotation and incorporated, by reference, into the Contract.
2. With respect to the goods, material, equipment, fabrication, manufacturing, and services supplied or incorporated into the Work for which payment is requested in this progress payment application, the Contractor is in compliance with its Domestic Supply Chain Commitment Plan, except as expressly disclosed in this Declaration.
3. Except as disclosed in this Declaration, the Contractor has not made any actual or anticipated change affecting the Domestic Supply Chain Commitment Plan, including any change to supplier, manufacturer, or place of service delivery, that has not already been reported to the Township in writing in accordance with the Contract.
4. Except as disclosed in this Declaration, the Contractor has not made any material change that would reduce, impair, or invalidate its domestic supply chain commitment without the Township's prior written approval.
5. The Contractor has taken reasonable steps to ensure that its subcontractors, suppliers, manufacturers, fabricators, and service providers supporting the Work during this payment period have performed in a manner consistent with the Contractor's Domestic supply Chain Commitment Plan.
6. The information set out in this Declaration, including any attached schedules or supporting documents, is complete and accurate to the best of the Contractor's knowledge, information, and belief.

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7. The Contractor has created and maintained records supporting domestic supply chain compliance for the Work covered by this progress payment application and will provide supporting record satisfactory to the Township upon request.

### 3. Disclosure of Changes or Exception (from original bid)

Please check one.

- A. No Changes or Exceptions

The Contractor confirms that there are no changes, substitutions, exceptions, or compliance issues to disclose for this payment period that may affect the Domestic Supply Chain Commitment Plan.

- B. Changes or Exceptions Disclosed

The Contractor discloses the following actual or anticipated changes, substitutions, exceptions, or other matters that may affect the Domestic Supply Chain Commitment Plan:

**If box B is checked, the Contractor must complete the Disclosure of Changes or Exceptions Chart attached as the final page of this Schedule. If box A is checked, the final-page chart does not need to be completed.**

### 4. Supporting Documentation

Please check all that apply:

- Supplier invoices  
 Purchase orders  
 Manufacture or fabricator certifications or letters  
 Bills of lading or shipping records  
 Subcontractor confirmations  
 Service provider declarations  
 Updated domestic supply chain tracking sheet  
 Other: \_\_\_\_\_  
 No attachments included with this submission; records will be provided upon request

### 5. Acknowledgement

- This Declaration is provided in support of a progress payment application under the Contract;
- The Township may request clarification or supporting documentation to verify compliance with the Domestic Supply Chain Commitment Plan; and
- Failure to provide this Declaration, failure to provide supporting records when requested, or failure to comply with Domestic Supply Chain Commitment Plan

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requirements will result in delay or withholding of payment in accordance with the terms of the Contract.

## 6. Signature

Name of Authorized Signing Officer:	
Title:	
Contractor Name:	
Signature:	
Date:	

## Disclosure of Changes or Exceptions

Item/ Major Good or Service	Originally Identified Supplier/ Manufacturer/ Service Provider	Location of Manufacturer/ Fabrication/ Service Delivery	Reason for Change	Date Township Notified	Township Approval (Staff)

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**DECLARATION OF ACCESSIBILITY COMPLIANCE FORM**

Company Name: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

I acknowledge that I am required to comply with the accessibility requirements set out in the Integrated Accessibility Standards Regulation (Ontario Regulation 191/11) made under the *Accessibility for Ontarians with Disabilities Act, 2005*. I confirm that my employees, agents, volunteers and representatives who are required to receive training under the Act have completed the required. I will provide to The Corporation of the Township of Ramara any further documentation that confirms this training upon its request.  
I will indemnify the Corporation of the Township of Ramara from and against any costs, expenses, fines, penalties, damages or losses that may arise or may be incurred as a result of my failure to comply with these requirements.

I declare that I have read, understood and will meet all enacted accessibility standards as amended from time to time.

I further declare that if applicable I will undertake to ensure any sub-contractors hired by

\_\_\_\_\_

(insert company name)  
for the completion of work contracted by the Township will also comply with the above requirements.

\_\_\_\_\_  
Authorized Signature  
I have authority to bind the Corporation

\_\_\_\_\_  
Date