



City of Salmon Arm
Public Works Department

Request for Quote For
The Supply of an Electric Vehicle

Sealed quotes for the Supply of an Electric Vehicle will be received at the office of the City of Salmon Arm Public Works Department until to the Closing Date, **2:00pm Thursday July 17, 2025**. Quotes shall be addressed to (in accordance with Schedule 5 attached hereto and forming part of this RFQ):

City of Salmon Arm Public Works Department
Box 40
Salmon Arm, BC
V1E 4N2

Attention: Corey Harris: Supervisor Fleet & Facilities
Telephone: 250.803.4079
charris@salmonarm.ca

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Introduction

The City of Salmon Arm Public Works Department (City) will accept sealed quotes from qualified Vendors for the supply and delivery of Electric Vehicle (hereinafter referred to as EV) for the City of Salmon Arm Public Works Department.

Details of construction and materials, not otherwise specified are left to the discretion of the Vendor, who shall be solely responsible for the design and construction of all features.

The specifications outlined in this RFQ are to be considered as desirable and any changes to the specifications noted herein must be fully documented. Incomplete or vague quotes will not be considered.

All quotes must be accompanied by the EV specifications, which will enable the City to determine the layout and dimensions of the EV including photograph.

Confidentiality of Information

All information contained in this RFQ is strictly confidential and must only be used by the Vendor for the purposes of responding to the City with respect to this RFQ. No portion of this document is to be copied, distributed or used, in whole or in part, without the express written permission of the City, and you agree to return this complete document in its entirety upon request. Please return this document if you are not in agreement with these terms.

Customer Profile

The City is situated on Shuswap Lake in the central interior of British Columbia. With a year round population base of 17,500 people spread out of 18,000+ hectares. The City has approximately one hundred (100) full time staff with forty-five (45) seasonal and part time. The City operates from three (3) main locations: City Hall, Fire Hall No. 3 and Public Works. Satellite operations are located at the Shuswap (Salmon Arm) Regional Airport, RCMP Detachment, SASCU Recreation Centre, Shaw Centre, Water Treatment Plant and the Water Pollution Control Centre.

Quote Details

Scope of Request

Electric Vehicle

Notwithstanding any other requirements, the EV shall meet the requirements contained in the Canadian Motor Vehicle Safety Standards (CMVSS), and all applicable regulations and requirements from the authority having jurisdiction.

The EV will be used by City of Salmon Arm Bylaw Staff moving to and from sites. The EV must be a full electric vehicle.

Safety Requirements

The Vendor shall meet all Provincial and Federal safety standards and laws that are in effect on the date the quote is submitted for the EV being proposed and for the particular use for which the EV are intended.

Warranty

Detailed warranties must be outlined for the EV proposed by the Vendor.

Range of travel

The EV range of travel WILL be taken into consideration during the evaluation process and consequently details associated with same must be included in the Vendor's quote.

Documentation

The Vendor shall provide the following information and applicable documents:

- a. Source of service and technical information;
- b. Parts and replacement information;
- c. Recommended service procedures;
- d. Instructions regarding the frequency and procedure for recommended maintenance;
- e. Manufacturer's name and address;
- f. Manufacturer and model;
- g. Front tire size and total rated capacity in pounds (kg);
- h. Rear tire size and total rated capacity in pounds (kg);
- i. Model, rated horsepower and related speed;
- j. Battery Range of Travel;

The Vendor shall supply at the time of delivery the Owners' Manual complete with operational and service information.

EV Specifications

The EV must meet the specifications outlined on Schedule 4 – EV Specifications attached hereto and forming part of this RFQ. Schedule 4 – EV Specifications must be completed and submitted with the Vendor's quote.

Required Vendor Responses

Vendor Profile

Provide an overview of your Company and the depth of services offered including the following information:

- Number of years in business;
- Number of years in Canada;
- Number of Local Government customers where the Vendor has provided similar product; and

References

Please provide a list of three (3) business references as they relate to this type of quote.

Schedule and Delivery Timeline

Provide a detailed timeline for delivery of the EV. The City understands that firm details will not be available until the EV Contract is awarded; however, a draft plan is required. It is anticipated that the Contract will be awarded in August 2025.

Cost Summary

The Vendor must provide a detailed summary of all costs on an itemized basis for delivery at Salmon Arm, BC. The final total must be inclusive of all insurance, freight, cartage, shipping charges, travel and accommodation costs, off loading, tariffs, custom duties, and any other applicable rates and charges.

Quote Preparation and Submission

Vendors must conform to the instructions given within this RFQ regarding the preparation and submission of quotes.

One copy of the quote document, enclosed in a sealed, return-addressed envelope (in accordance with Schedule 5 attached hereto and forming part of this RFQ), clearly marked with the quote name, should be submitted to the City, and it is the sole responsibility of the Vendor to deliver the quote to the City before the Closing Date of **2:00pm, July 17, 2025**.

Quote Format

All quotes should be arranged as follows:

Title Page:

Reflect the RFQ name, closing date and time, Vendor's name, address, telephone and facsimile number, email address and contact person.

Letter of Introduction:

A Summary introducing the Vendor and signed by persons authorized to commit and bind the Vendor to statements made in response to this RFQ.

Table of Contents:

Include page numbers.

Executive Summary:

A short one (1) summary of the key features of the quote.

Company Profile:

A short overview of the Vendor, its history and its future, including its continued ability to supply product and services given technological advancements. An outline of the scope of services the Vendor provides.

Project Experience:

An overview of projects of similar scope that the Vendor has completed.

Implementation Plan:

Your schedule and delivery timeline plan.

Required Vendor Response:

Responses to this RFQ, together with any and all other options or alternatives offered. Within this section, the Vendor must include price schedules and Vendor Commitment Forms

contained in the Schedules attached hereto and forming part of this RFQ. Include in this section, all other contractual documents that form part of the Vendor's response.

Vendor Forms – Confirmation and Declaration

Vendors must complete the Schedule 1 – Vendor Confirmation Form and Schedule 2 – Vendor Declaration Form attached hereto and forming part of this RFQ and return them to the City as soon as the Vendor has determined that it will be responding to this RFQ.

Any subsequent information regarding the RFQ will be directed only to those who have registered their intention to submit a quote through a Vendor Confirmation Form.

Questions or Requests for Additional Information

It is the Vendor's responsibility to ensure that it seeks clarification on any matter relating to this RFQ.

Requests for clarification must be made prior to **Tuesday, July 15 2025** in writing or by email to:

Corey Harris, Supervisor Fleet & Facilities
City of Salmon Arm Public Works Department
Box 40, Salmon Arm, BC
V1E 4N2
Phone: (250)803.4079
E-mail: charris@salmonarm.ca

Any questions submitted, which in the City's discretion may affect the content of the RFQ, will be answered by email to all registered Vendors.

It is the responsibility of the Vendor to thoroughly examine these documents and satisfy themselves as to the full requirements of this RFQ.

The City may issue written addenda up to **Tuesday, July 15, 2025** and will make every effort to ensure that all Vendors receive all addenda; however it is the responsibility of the Vendor to ensure that all addenda is received before the Closing Time.

The City accepts no responsibility for any information provided by its employees or agents that is not given in writing in accordance with this section. Vendors are cautioned not to seek or rely on any such information.

Evaluation of Quotes

Evaluation Process

The City, through the development and distribution of this RFQ document, is requesting that all interested Vendors submit sealed quotes for the supply of Electric Vehicle.

All quotes will be opened and evaluated by the City. Following the evaluation of all quotes by the City, a short list of qualified Vendors may be established. This list will be comprised of Vendors who are deemed to be fully capable of fulfilling the needs of the City, and whose quotes offer, or appear to offer, the most favorable terms and the best value to the City.

The City may pursue negotiations with those short listed Vendors to ensure that the proposed product and services meet the needs of the City, in search of the best possible value and supply Contract for the City.

The City requires that any representative put forward as an authorized representative for the Vendor to negotiate changes to the Vendor's RFQ submission, have the capacity and legal corporate authority to negotiate changes, and to bind the Vendor to changes throughout the duration of the Contract resulting from this RPF process.

Upon completion of the negotiation process, it is the intention of the City to award a Contract to a specific Vendor for the supply of the EV.

The Contract governing the award shall be comprised of this RFQ document, the successful Vendor's response (i.e. quote) to this RFQ document, and any and all correspondence documenting changes to, or modifications of, the successful Vendor's quote.

The City may, prior to Contract award, negotiate changes to the scope of the work, the materials, the specifications or any conditions with any one (1) or more of the Vendors without having any duty or obligation to advise any other Vendors or to allow them to vary their quote prices as a result of changes to the scope of work, the materials, the specifications, or any conditions, and the City shall have no liability to any other Vendor as a result of such negotiations or modifications.

The City may after the Contract award, negotiate changes to the scope of the work, the materials, the specifications or any conditions with the successful Vendor without having any duty or obligation to advise any other Vendors or allow to allow them to vary their quote prices as a result of changes to the scope of work, the materials, the specifications, or any conditions, and the City shall have no liability to any other Vendor as a result of such negotiations or modifications.

The award of any Contract shall be based on the evaluation of the quotes by the City on any basis the City deems will best serve its interests.

Vendors should be aware that all quotes will be evaluated in light of the following general criteria, which is not listed in order of importance. This list is not exhaustive.

The City may take other factors into account that in their sole discretion are relevant to the best fulfillment of any Contract which may result from the RFQ process.

- Quote is received before the RFQ Closing Date and Time and is formatted according to the RFQ requirements;
- Reputation, knowledge and experience of the Vendor in Local Government vehicle procurement programs;
- Technical credibility, financial resources and environmental responsibility of the Vendor;
- Schedule and delivery timeline;
- Understanding of, and support for, the City's objectives as outlined in this RFQ;
- Long term financial stability of firm;
- References;
- Assured source of products;
- Quality of service;
- Service capability, including quality guarantees and warranties;
- Professional reputation and management;

- Overall cost impact of the quote including the all applicable taxes, delivery charges, etc. to the prices quoted;
- Best value to the City based on quality, service, price and any criteria set out herein based solely on the City's assessment of the quote; and
- Range of travel on one charge will be taken into consideration during the evaluation process and consequently details associated with same must be included in the Vendor's quote.

Where the City determines that any Vendor's prices are too high, the Vendor's quote will be rejected.

The City may award the Contract on the basis of policies and preferences not stated in the RFQ package or otherwise than as stated in the RFQ documents.

Guidelines or policies that may be applicable shall not give rise to legal rights on the part of any contractor, subcontractor, or others as against the City and shall in no case create any liability on the part of the City.

Vendors who submit quotes may, at the option of the City, be required to make individual presentations to assist in the evaluation process. The City assumes no obligation to provide an opportunity for any individual presentation by any particular Vendor, and may select a successful Vendor without presentations from others.

Vendors are notified that the lowest or any quote may not necessarily be accepted, and the City reserves the right to reject any and all quotes at any time without further explanation or to accept any quote considered advantageous to the City. Acceptance of any quote is contingent on funds being approved by Council or such other municipal bodies and/or departments responsible, and the Contract award being made by the City. Quotes which contain qualifying conditions or otherwise fail to conform to these RFQ documents may be disqualified or rejected. The City may waive any noncompliance with the RFQ documents, the specifications, or any conditions, including the timing of delivery of anything required by or under the terms and conditions of this RFQ, and may at its sole discretion elect to retain for consideration quotes which are non-conforming because they do not contain the content or form required by the RFQ documents, or because they have not complied with the process for submission set out herein.

Closing Date

Sealed quotes, signed by the Vendor's authorized representative, will be received by the City until the Closing Date, **2:00pm Thursday, July 17, 2025**.

Faxed quotes will not be accepted.

Emailed quotes are accepted.

Timeline of Events

The following timetable outlines the anticipated schedule for the RFQ and contract process. The timing and sequence of events resulting from this RFQ may vary and shall ultimately be determined by the City.

Activity Description	Anticipated Timeline
Request for Quote Issued	June 18, 2025
Written Addendum Deadline	July 15, 2025
Request for Quote - Closing Date	July 17, 2025
Anticipated Award of Contract	August 2025

Award of Contract

The award of the supply of Electric Vehicle Contract will be based on the information submitted in the quotes received and any negotiated items identified thereafter. The City reserves the right to work with the successful Vendor to modify any of the components outlined in this RFQ that are agreeable to all parties.

Confidentiality of Quotes

The City is bound by the provisions of *the Freedom of Information and Protection of Privacy Act* (Act). All Vendors submitting a quote pursuant to this RFQ are advised that such submissions will be treated as public documents and the contents of the same may be disclosed upon written request, pursuant to the Act. The City requests that the Vendor identify information in their quote that would reveal trade secrets, commercial, financial, or technical information that is supplied implicitly or explicitly in confidence as per Section 21(1) of the Act.

General Conditions

Acceptance of Quote

The City reserves the right to accept, amend or reject any or all quotes received. The City is under no obligation to proceed with the RFQ and, should it decide to abandon same, it may do so, at any time, or enter into any discussions or negotiations with any party for the provision of such services. Quotes, which contain qualifying conditions or otherwise fail to confirm to these RFQ documents may be disqualified or rejected.

Acceptance Period for Quotes

All quotes received as a result of this RFQ must be open for acceptance for a period of ninety [90] days from the Closing Date.

Quote Commitment

The RFQ and the quote of the successful Vendor will become part of any Contract awarded as a result of this RFQ. Each Vendor must confirm their understanding and agreement to this general condition and will, by signing Schedule 3 - Vendor Commitment Form attached hereto and forming part of this RFQ.

Quotes

Quotes may be withdrawn by written notice only, provided such notice is received by the City prior to the time set for the opening of the quotes.

Quotes should be prepared simply and economically. Vendors may include any additional data or information deemed pertinent. All material contained in the quote must be clearly legible.

All prices and notations must be typewritten or written in ink. No erasures are permitted. Mistakes must be crossed out and corrections typewritten or written in ink adjacent thereto, and initialed in ink by the proper signing officer of the Vendor. In the case of a mistake in extension of price, unit prices will govern.

Quotes shall be based on material contained in this RFQ. The Vendor shall disregard any draft material and/or any oral representations.

Request for Quote Document

All information submitted in response to this RFQ becomes the property of the City and will not be returned.

Any dispute arising under this RFQ or any Contract resulting from this RFQ shall be resolved according to the laws of the Province of British Columbia.

Any Vendor who finds any uncertainties, discrepancies, errors or omissions within any part of this RFQ shall notify the City in writing addressed to the City of Salmon Arm (Attention: Corey Harris, Supervisor Fleet & Facilities) at PO Box 40 Salmon Arm, BC V1E 4N2. Such notification does not obligate the City to make changes, but if the City deems that changes are desirable all Vendors registered will be notified in writing.

Contract

The City may, by notice of default to the successful Vendor, terminate the whole or any part of this Contract if the successful Vendor fails to make delivery of the supplies or services, or to perform any other provisions of this Contract, within the time specified.

In the event that City terminates this Contract in whole or in part as noted in the above paragraph, the City may procure the supplies or services similar to those so terminated from other parties.

The City reserves the right to give fourteen (14) days notice to the successful Vendor to cancel all or part of the Contract in the event of a failure on the part of the successful Vendor to meet the terms and conditions of the Contract.

The successful Vendor shall keep all directly or indirectly related RFQ information under its personal control. The successful Vendor shall not, without the consent in writing from the City, assign or transfer the Contract or any part thereof.

Time Shall be of the Essence

Time shall be of the essence in this RFQ or any Contract resulting from this RFQ.

No Binding Contract

Submission of a response and its subsequent receipt by the City does not represent a commitment on the part of the City to proceed further in negotiating with the Vendor.

The City may, after reviewing the quotes received, enter into discussions with one (1) or more of the Vendors, without such discussions in any way creating a binding contract between the City and any such Vendor. There will be no binding contract with the City until a formal, written contract has been negotiated with a Vendor and approved by the City.

No Assignment of Quote

The Vendor will not assign its quote or any rights in respect of the same to any other party. Such an assignment or purported assignment will immediately invalidate the submissions.

Quote Preparation Cost

The Vendor acknowledges and agrees that the City will not be responsible for any costs, expenses, losses, damages (including damages for loss of anticipated profit) or liabilities incurred by the Vendor as a result of, or arising out of, submitting a quote for the proposed Contract, or due to the City's acceptance or non-acceptance of their quote, or any breach by the City of the bid Contract between the City and each of the Vendors arising out of any Contract award not made in accordance with the express or implied terms of the RFQ documents.

The Vendor will assume all costs incurred in providing responses to this RFQ and for providing any additional information required by the City to facilitate the evaluation process. The City reserves the right to discontinue the RFQ process at any time, and makes no commitments, implied or otherwise, that this process will result in a business transaction with one (1) or more Vendors.

Canadian Currency

All monetary references in this quote must be in Canadian currency.

Notice

Any notice required to be given in this RFQ or any Agreement resulting from this RFQ shall be deemed duly given to the City if sent by registered mail addressed to the City of Salmon Arm (Attention: Corey Harris, Supervisor Fleet & Facilities) at PO Box 40 Salmon Arm, BC V1E 4N2 and to the successful Vendor if sent by registered mail addressed to the successful Vendor at the address set forth in the Vendor's quote.

Valid Authority

All submissions must be signed by the Vendor and witnessed. Any Corporate Vendor must ensure that it's authorized signatory or signatories sign the quote and that the Corporate is seal affixed.

Liability for Errors

While the City has used considerable efforts to ensure an accurate representation of information in this RFQ, the information contained in this RFQ is supplied solely as a guideline for Vendors. The information is not guaranteed or warranted to be accurate by the City, nor is it necessarily comprehensive or exhaustive. Nothing in this RFQ is intended to relieve the Vendor from forming their own opinions and conclusions with respect to the matters addressed in this RFQ.

Indemnity

The Vendor will indemnify and save harmless the City, its employees and agents from and against all claims, legal costs, demands, losses, damages, costs and expenses made against or incurred, suffered or sustained by the City at any time where the same or any of them are based upon or arise out of or from anything, done or omitted to be done by the Vendor or by any servant, employee, officer, director or sub-contractor of the Vendor pursuant to the Electric Vehicle Contract.

The Successful Vendor shall fully indemnify the City from and against any and all liability or expenses by way of legal costs or otherwise in respect of any claim which may be made for a lien or charge at law or in equity or to any claim or liability resulting from this RFQ circulation, submission, negotiation, contract or Contract award process or otherwise.

The successful Vendor shall be responsible for any and all damages or claims for injuries or accidents done or caused by the successful Vendor or any of its operations or employees, or from any failure, neglect or omission on the successful Vendor's part or on the part of its employees and/or agents, and covenants and agrees to hold the City harmless and indemnified from and against all such damages or claims for damage.

Worker's Compensation Board Requirements

The successful Vendor must have a Worker's Compensation Board Registration Number be in Good Standing should the scope of services include any on-site work.

Codes, Regulations and Standards

The Vendor shall obtain, at their expense, copies of all current codes, regulations and standard specifications of all authorities having jurisdiction and which have been referred to herein or that apply to the EV Contract.

Confidentiality of Information

Information pertaining to the City obtained by the Vendor as a result of participation in this project is confidential and must not be disclosed without written authorization from the City.

Request for Quote Rejection

The City reserves the right to waive informalities in or reject any or all submissions or accept the submission deemed most favourable in the interests of the City. Without limiting the generality of the foregoing, any submission, which is incomplete, obscure, irregular, has erasures or corrections in the price sheet, unit prices omitted, may be rejected. Awards shall be made on quotes that meet the criteria as stated in the Evaluation of Responses.

Insurance

General Public Liability Insurance

The successful Vendor shall at its own expense carry general liability insurance that insures the Vendor's legal liability for error, omission or negligent act, to the extent of \$2,000,000.00 for each occurrence. The general liability insurance policies shall be available for inspection by the City at all times upon request. If the City, because of its particular circumstances or otherwise, desires to obtain further insurance to protect it against any risk beyond the coverage provided by such policies, the Vendor will cooperate with the City to obtain such insurance at the City's expense.

Additional Services and Extra Costs

If the Vendor is required to perform additional services beyond the scope of the agreed upon terms, all requests for increasing the contract value and for change orders shall be supported with written detail and submitted to the City for written approval prior to any action taken. In no case, shall the City be obligated in any way to pay any additional costs for any reason without prior written approval from the City.

Vendor Acknowledgement

The Vendor hereby acknowledges having examined this RFQ and having full knowledge of the terms and conditions contained herein.

Security of Supply

The City reserves the right to secure products and services from alternative sources in the event that the successful Vendor is unable to supply as agreed.

Response Forms

Request for Quote For the Supply of Electric Vehicle



Request for Quote
Supply of Electric Vehicle

Schedule 1
Vendor Confirmation Form

COMPANY: _____

The aforementioned Organization would like the City of Salmon Arm to include us on the communication list for any addendums, changes, modifications, or adjustments issued for the RFQ indicated above.

Direct all correspondence to:

Name: _____

Title: _____

Company: _____

Address: _____

Phone: _____

Fax: _____

E-mail: _____

Authorized Signatory: _____

EMAIL THIS FORM TO: charris@salmonarm.ca

City of Salmon Arm Public Works Department
Box 40
Salmon Arm, BC
V1E 4N2

Attention: Corey Harris, Supervisor Fleet & Facilities
Telephone: 250.803.4079
charris@salmonarm.ca

Request for Quote
Supply of Electric Vehicle

Schedule 2
Vendor Declaration Form

To: The City of Salmon Arm

I/ _____

(Title/Position)

of _____

(Name of Company)

1. DECLARE that no person, firm or corporation other than the one whose signature or the signature of whose proper officers is attached below, has any interest in this quote or in the Contract proposed to be undertaken.
2. FURTHER DECLARE that this quote is made without any connection, knowledge, comparison of figures or arrangement with any other company, firm or person making a quote for the same work and is in all respects fair and without collusion or fraud.
3. FURTHER DECLARE that no employee of the City of Salmon Arm, or Member of Council and their families is, or will become interested directly or indirectly as a contracting party or otherwise or in the performance of the Contract or in the supplies, work or business to which it relates or in any portion of the profits thereof, or of any such supplies to be used therein or any of the monies to be derived there from.
4. FURTHER DECLARE that the several matters stated in the said quote are in all respects true.
5. FURTHER DECLARE that I/we have verified the requirements of the proposed work, and propose to enter into a Contract to do all of the work and to provide all of the labor and all materials mentioned and described or implied therein, under the provisions set forth and to accept in full payment there for the sums stated on thin this quote.
6. AGREE that this quote open for acceptance until the formal Contract is executed by the successful Vendor.

Signature of Witness

Signature of Authorized Officer

Name of Witness (print)

Name of Authorized Officer (print)

DATED at _____, this _____ day _____, 2025.

Request for Quote
Supply of Electric Vehicle
Schedule 3
Vendor Commitment Form

COMPANY: _____

To: The City of Salmon Arm

Provided that this quote is accepted within ninety (90) calendar days from the Closing Date of the RFQ for the Supply of Electric Vehicle, the undersigned offers and agrees, on behalf of the Company named below, to supply the goods and services listed at the prices quoted, under the terms and conditions set forth in this RFQ document, the Vendor's quote, which shall together form the Contract. This quote is valid and enforceable for a period of not less than ninety (90) days following the Closing Date of the RFQ. In accordance with the terms, conditions, instructions and specifications, the undersigned agrees to supply products and services at the prices quoted.

Company Name: _____

Company Address: _____

Telephone No.: _____ Email Address: _____

Signature of Witness

Signature of Authorized Officer

Name of Witness (print)

Name of Authorized Officer (print)

Title of Signing Officer (print)

DATED at _____, this _____ day _____, 2025.

Request for Quote
Supply of Electric Vehicle
Schedule 4

EV Specifications

<i>Specifications</i>	<i>Yes</i>	<i>No</i>
2025 Electric AWD Hatchback <ul style="list-style-type: none"> ○ Short Wheel Base ○ Full Size 	<u> </u>	<u> </u>
Four (4) Door	<u> </u>	<u> </u>
Automatic Transmission	<u> </u>	<u> </u>
Range of Travel on one Charge – minimum 370kms	<u> </u>	<u> </u>
Full Electric, minimum 200hp	<u> </u>	<u> </u>
State Battery kWh	<u> </u>	<u> </u>
Air Conditioning	<u> </u>	<u> </u>
Carpet Flooring complete with full rubber mats	<u> </u>	<u> </u>
Power Windows and Power Locks	<u> </u>	<u> </u>
Front Vinyl Bucket Seats with Center Consul	<u> </u>	<u> </u>
Rear Split Vinyl Bench Seat	<u> </u>	<u> </u>
Bluetooth Capability	<u> </u>	<u> </u>
AM/FM Radio	<u> </u>	<u> </u>
Three (3) Sets of Keys	<u> </u>	<u> </u>
White in Color – Please provide color sample		
Estimated Delivery Date _____		
Extra Set of Winter Rims & Studded Winter Tires	<u> </u>	<u> </u>
State any known municipal, provincial or Federal grants available for EV's	<u> </u>	<u> </u>

Request for Quotation
Supply of Electric Vehicle

Schedule 5
EV Quotation Sheet

Vendor

City of Salmon Arm

Legal Name: _____

City's Representative: Corey Harris

Supervisor Fleet & Facilities

Address: _____

Address: PO Box 40 (100 – 30 Street SE)

Salmon Arm BC V1E 4N2

Phone: _____ Fax: _____

Telephone: 250-803-4079

Email: _____

Email: charris@salmonarm.ca

1. The Vendor offers to supply to the City of Salmon Arm the Unit(s) for the price(s) plus applicable taxes as follows:

Year, Make & Model: _____

All costs to meet the minimum Technical Specifications as outlined on Schedule 4 shall be included in the following delivered price(s).

Unit Price: \$ _____ x 1 \$ _____

Environmental Levy (Battery): \$ _____ x _____ \$ _____

Tire Stewardship BC Levy: \$ _____ x _____ \$ _____

Sub-Total \$ _____

Less Trade-in Allowance
(Unit(s) description & photos on
Schedule 6) \$ _____

Sub-Total \$ _____

GST \$ _____

PST \$ _____

Total Quoted Price \$ _____

The completed Unit(s) shall be delivered within _____ days after receipt of purchase order.

Complete Unit(s): State Warranty _____

2. If this offer is accepted by the City, such offer and acceptance will create a Contract as described in:
 - (a) the RFQ;
 - (b) the Technical Specifications set out above and outlined in Schedule 4 of the RFQ;
 - (c) the General Terms and Conditions outlined in this RFQ; and
 - (d) this Quotation outlined in Schedule 5; and
 - (e) other terms, if any, that are agreed to by the parties in writing.
3. 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.
4. The Vendor will meet or exceed each item in the Technical Specifications as outlined on Schedule 7 as written: Yes ☐ No ☐. If No, any minor deviations from the stated Technical Specifications are backed up by the enclosed manufacturer or Vendor's detailed description of each variation with reference made to each item to which the variation will apply.
5. The location of the nearest factory authorized warranty repair facility/parts dealership:

6. The Vendor must indicate on each line of Schedule 4 – Technical Specifications if the Unit(s) complies with the Technical Specifications outlined or if the Vendor is taking exception to the Technical Specification outlined.

If additional space is required to fully explain Unit(s) exception(s), attach additional page(s) to the Quotation and indicate the section number and subsection that has the exception and provide explanation.

If more than one (1) make or model is to be offered, copy the Technical Specification to submit separate Quotations for each Unit(s) to be evaluated.

Note: Failure to provide all of the information in the Schedule 4 - Technical Specifications does not relieve the Vendor of the responsibility of supplying all of the necessary items and/or complying with all of the conditions of this Quotation. Complete all pages of Schedule 4 - Technical Specifications.

Request for Quote

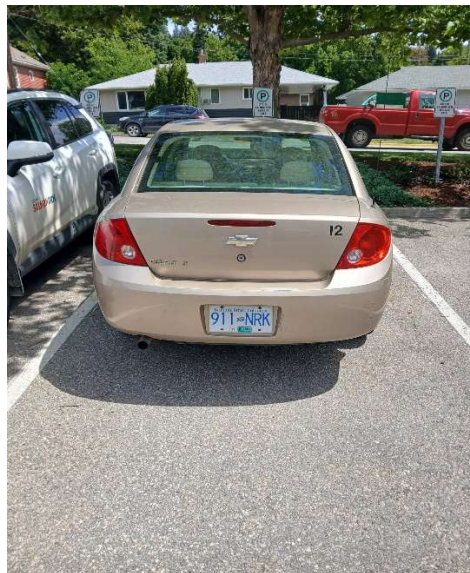
Supply of Electric Vehicle

Schedule 6

Trade In's

2007 Chevy Cobalt- 181,097 km

VIN: 1G1AL55FX77332186



Request for Quote

Supply of Electric Vehicle

Schedule 7

Quote Submission Label

Insert Return Address here:

Request for Quote to be returned to:

**City of Salmon Arm Public Works Department
Attention: Corey Harris, Supervisor Fleet &
Facilities
Box 40
Salmon Arm, B.C. V1E 4N2**

**Request for Quote
For Supply of Electric Vehicle**

This label must be attached to the front of the submission Envelope.