



TOWNSHIP OF ZORRA

274620 27th Line, PO Box 306 Ingersoll, ON, N5C 3K5
Ph. 519-485-2490 • 1-888-699-3868 • Fax 519-485-2520
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January 23, 2018

TOWNSHIP OF ZORRA TENDER 2018-03 GRAVEL CRUSHING AND SCREENING

The Township of Zorra will receive sealed proposals for 2018-03 Zorra Gravel Crushing and Screening, clearly marked “**2018-03 Zorra Gravel Crushing and Screening Application**”, until 11:00 a.m. on Tuesday, February 6, 2018, at the following address:

Township of Zorra Municipal Office
274620 27th Line, P.O. Box 306
Ingersoll, ON N5C 3K5

Proposals received after the closing time will be rejected and returned unopened to the proponent. The Township of Zorra reserves the right to dismiss any or all proposals at their sole discretion. The lowest proposal will not necessarily be accepted.

For any further information, please contact the person named below.

Aden Corcoran, C.E.T.
Director of Public Works
Township of Zorra
519-485-2490 ext. 227

INFORMATION TO PROPONENTS

Scope of Work:

The work includes the supply of all labour, equipment and materials as specified or as necessary at the Tenderer's expense to perform the following work:

1. Crushing of 75,000 tonnes of 5/8 inch Granular 'M' to meet OPSS 314, 1003 and 1004 Specifications.
2. Crush 2,000 tonnes of OPSS 1006 Class 1, 90% Crushed Face.
3. Screen 10,000 tonnes of winter sand to meet OPSS 1004, Tables 11 and 12.

INSTRUCTIONS TO BIDDERS

1. SUBMISSION OF PROPOSALS

Each Proposal must be submitted in a sealed envelope addressed to:

Aden Corcoran, Director of Public Works
Township of Zorra
274620 27th Line, P.O. Box 306
Ingersoll ON N5C 3K5

The outside of each proposal must include the Tender Submission Page included as the last page of this package and must include the bidder's name and address.

This proposal shall be completed and submitted on the forms provided in this package. The proposal shall be signed by a duly authorized official and in the case of a corporation shall be sealed with the corporate seal. Tenders must be legible, in ink or typewritten and be legible. All items must be tendered.

All inquiries and/or revisions prior to closing date of this proposal are to be addressed to Aden Corcoran, Director of Public Works 519-485-2490 extension 227.

2. CONTRACT COMMENCEMENT/COMPLETION

The Successful Bidder will be notified of the decision of the Township of Zorra to award this work on, or before February 16, 2018. The commencement of this work can begin May 1, 2018. A minimum of 50% of the quantities on this tender shall be completed by June 15, 2018. Failure to meet this requirement may lead to cancellation of this contract. The contractor shall complete the entire project by August 1, 2018. This contract may be extended for a future year at the prices quoted (based on Township requirements) should the successful proponent and the Township of Zorra be in agreement.

Initial _____

3. GENERAL

The successful contractor will be responsible to supply all equipment and goods necessary to carry out this work. All contractor personnel on the site must have the Surface Miner and the appropriate Common Core Training as dictated by the Ministry of Training Colleges and Universities. All work will be carried out under the applicable sections of the Ontario *Occupational Health and Safety Act*, latest edition.

4. INSURANCE

The Contractor shall, at no cost to the Municipality, adequately insure all vehicles and equipment used and required to perform the work. Evidence of coverage must be provided to the Municipality prior to commencing this work.

The Contractor is required to obtain Comprehensive General Public Liability coverage with limits of not less than \$2,000,000.00 *per occurrence or incident*. The policy must name the Township of Zorra as an additional insured in respect of all matters associated with the work described herein and will protect the Municipality in respect of any and all claims arising directly or indirectly as a result of this work. Coverage must include bodily injury, death and property damage, including loss of use thereof and shall not have a deductible that exceeds \$500.00. Prior to the Contractor beginning work for the Municipality, a Certificate of Insurance must be provided to the municipality. Prior to the termination of such coverage, the insurer must notify the Municipality of the date of termination. Upon renewal of the policy, the insurer will provide an updated Certificate to the Municipality.

The contractor shall be registered in good standing with Workplace Safety and Insurance Board (WSIB).

The contractor shall ensure that he and those employed by him follow Provincial and/or Federal requirements for Safety and Health practices and that any required personal protective equipment is provided and utilized at all times.

5. DISCREPANCIES, OMISSIONS

Prospective bidders finding discrepancies in, or omissions from these Documents, or having any doubt as to the meaning or intent of any part thereof, should at once notify the Director of Public Works who will send written instructions or explanations.

6. LOCATION OF WORKSITE

Location of work is Township of Zorra, Robinson Pit at 316769 31st Line. All potential Bidders shall familiarize themselves with the extent of work expected before sending in their proposal and make themselves thoroughly acquainted with municipal facilities and obtain for themselves any and all information that may be necessary for the proper performance of this work.

Initial _____

7. ADDENDA

Addenda, bulletins or corrections issued during the time of the proposal are to be included in the proposal and shall become a part of this proposal. It is the responsibility of the proponent to monitor the Township of Zorra website for any addenda.

8. PROPOSAL CLOSE

The proposal period shall end at 11:00 a.m. on Tuesday, February 6, 2018.

9. WITHDRAWAL OF QUOTATION

A proponent shall be permitted to withdraw their proposal unopened after it has been deposited if such a request is received in writing by the proponent prior to the time specified for opening the proposals.

10. OPENING PROPOSALS

All proposals received will be opened at 11:05 a.m. on the day of closing. Bidders are welcome to attend this opening.

11. ACCEPTANCE OF PROPOSALS

The Owner reserves the right to reject any or all proposals, to waive irregularities and informalities at his discretion and to accept the proposal which the Owner deems to be in its best interest. The lowest proposal will not necessarily be accepted. The Bidder agrees that his proposal is to continue open to acceptance and irrevocable for thirty (30) calendar days and that the Owner may, at any time within thirty (30) days of the date of the proposal closing, accept this proposal, whether any other proposal has been accepted or not. The Owner reserves the right to negotiate at the time of acceptance, with the lowest bidder only, for a lower proposal price, or for the removal from the proposal of qualifying conditions, or both. No action of the Owner than a written "Notice of Acceptance" shall constitute an acceptance of a proposal. The Township reserves the right to reject any or all Tender submissions and the lowest or highest as the case may be will not necessarily be accepted.

12. BASIS OF PROPOSAL

Prices quoted shall be gross prices including, but not limited to, all applicable duty, fuel, freight, cartage, wages, equipment and all other items incidental to completing this contract.

If a discrepancy is found between the unit price and an amount, the unit price shall be considered as representing the intention of the bidder, and the Owner will recalculate the amount. The addition of the amounts will be corrected and a corrected proposal amount and contract price will be established.

Initial _____

If a discrepancy is found between the sum of the corrected amounts and the proposal price shown, the sum of the amounts, as corrected shall be deemed to represent the intent of the bidder.

13. PRICES AND PAYMENT

The Bidder shall provide a price for each item of Work identified in Section II Quotation Form. The units to be measured and paid for shall be as identified on Section II Quotation Form. The quantities listed on Section II Proposal Form are to be considered approximately only. The Owner will use the said quantities for the purpose of comparing bids. The quantities for which payment will be made to the Contractor are to be determined by the work actually performed and completed by the contractor. The unit price shall exclude the HST, which shall be an extra where applicable in the unit prices.

Prices shall include all fees, charges, surcharges ad/or expenses associated with the delivery of any kind. **The quantity of 'M' Gravel in this proposal may increase up to 30% at the discretion of the Township of Zorra.**

14. WEIGHING OF PRODUCTS

All goods supplied as part of this proposal shall be weighed by loader scale calibrated in 2017. The successful bidder shall provide a copy of their 2017 loader calibration for any loaders used in carrying out this work.

15. HOLD HARMLESS

The Tenderer upon acceptance hereby agrees: To indemnify and keep indemnified and save harmless the Township and each of its officers, servants and agents from and against all actions, suits, claims, executions and demands which may be brought against or made upon the Township, its officers, servants and agents from all loss, costs, charges, damages, liens and expenses which may be paid, sustained or incurred by the Township, its officers, servants and agents.

15. SIGNING

The proponent shall initial each page to verify understanding of this proposal.

Initial _____

TENDER 2018-03

GRAVEL CRUSHING AND SCREENING

BID SUBMISISON SHEET (taxes not included)

Company Name: _____

Mailing Address: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

Authorized Signature: _____

Date: _____

Cost per tonne for crushing Granular "M" – 75,000 tonnes	\$
Cost per tonne for Class 1 Stone – 2,000 tonnes	\$
Cost per tonne for screening Winter Sand – 10,000 tonnes	\$

Office Use Only:

No bid deposit required

Initial _____

Attach this sheet to the front of your tender envelope/package submission



TENDER TO BE RETURNED TO:

**THE CORPORATION OF THE TOWNSHIP OF ZORRA
274620 27TH LINE, PO BOX 306
INGERSOLL, ONTARIO N5C 3K5**

**TENDER 2018-03
GRAVEL CRUSHING AND SCREENING**

Bidder's Name: _____

Address: _____

For Township Use Only	
Date Stamp	
Time Received	Employee Signature

NOTE: This address label/sheet must be affixed to the front of your sealed tender envelope/package submission. The Township will not be held responsible for envelopes or packages that are not labeled.