



Contract 2766Q

**Supply and Delivery of STATION WEAR FOR RICHMOND FIRE-RESCUE: SHIRTS
AND TROUSERS**

Bidders are requested to respond to this Quotation call as instructed subject to the provisions contained herein.

Name of Bidder: _____

Address: _____

City: _____

Province: _____ Postal Code: _____

Telephone No: _____ Fax No.: _____

E-mail: _____

Contact Person: _____

Title: _____

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Instructions to Bidders

1. Sealed quotations, plainly marked on the envelope:

CONTRACT 2766Q - SUPPLY AND DELIVERY OF STATION WEAR FOR RICHMOND FIRE-RESCUE: SHIRTS AND TROUSERS

will be received at the Information Counter, Main Floor, Richmond City Hall, addressed to the Purchasing Section, 6911 No. 3 Road, Richmond, BC, V6Y 2C1, until 12:00 noon, Local time:

Friday, March 10th, 2006

2. Quotations received in the office of the Purchasing Section after the above-mentioned time and date will be returned unopened.
3. Quotations must be submitted on the attached Forms and be authorized by a signing officer of the Bidder's company. The entire Request for Quotation must be returned to the City.
4. This Document with completed Forms will become part of the Contract Documents between the City and the successful Bidder.
5. The City reserves the right to accept all or any part of a quotation or to waive irregularities at their own discretion. The lowest or any quotation will not necessarily be accepted.
6. The City of Richmond estimates that this contract will be awarded within 3 – 4 weeks of the closing date. All bidders submitting Quotations for the Project will be advised as to the outcome. Please note that Bid results for those contracts posted on the City Web Site and/or BC Bid will be listed on BC Bid within two (2) weeks of the award of Contract.
7. Proprietary names, unless otherwise stated, are used solely to establish standards of materials and finish. Items of other manufacture may be accepted as equal to those specified, at the discretion of the City.
8. Alternate Quotations will be considered and should be submitted under separate cover and be marked "Alternate Quotation".
9. Prices, in Canadian currency, shall be shown for each unit specified and shall include all packing, crating, freight, cartage, shipping charges, cost of unloading supplies at destination, and all tariffs, taxes and duties.

Instructions to Bidders (Cont'd)

10. Inquires during submission of Quotation should be directed as follows:

Purchasing

Kerry Lynne Young, Buyer
Purchasing Section
City of Richmond

Telephone: 604-276-4097

E-mail: purchasing@richmond.ca

Stores

Dave M. Walsh
Supervisor, Stores Operations
City of Richmond

Telephone: 604-244-1213

Email: dwalsh@richmond.ca

Technical

Debby Newton
Administrative Assistant
Richmond Fire-Rescue
City of Richmond

Telephone: 604-303-2703

E-mail: dnewton2@richmond.ca

11. Quotations may be withdrawn by written notice only, provided such notice is received at the office of the City's Purchasing Section prior to time set as closing time for receiving Quotations.
12. Quotations shall be open for acceptance for 60 days following the submission closing date.
13. Each Bidder shall state on the list provided to be submitted as part of his quotation, information regarding their previous Contracts. It is the intention of the City not to award the contract to any Bidder who does not furnish satisfactory evidence that he has the ability and experience to perform the various works covered under this Contract, and that he has sufficient capital and plant to enable him to execute the said works successfully, and to the satisfaction of the City, and to complete and deliver said works as quoted in his Quotation.
14. Bidders are advised that submissions of quotes shall be in compliance to the Freedom of Information and Privacy Act.
15. Any interpretation of, additions to, deletions from, or any other corrections to the Contract documents, will be issued as written addenda by the City of Richmond. It is the sole responsibility of the potential bidders to check with BCBid, the City of Richmond's Website and/or Purchasing Section to ensure that all available information has been received prior to submitting a bid.
16. The City, its agents and employees shall not be responsible for any information given by way of verbal communication.

Instructions to Bidders (Cont'd)

17. Bidders who do not wish to submit a bid for this contract are asked to complete and submit a “Notice of No Bid” in order to ensure that they are retained on the bidder’s list for the future requests.
18. One sample of each item quoted on **must** be provided with your bid submission. Failure to submit all pertinent samples will result in your bid being returned unopened.
19. In addition to garment samples, fabric samples must be provided for each garment on which you are providing a quotation.
20. This contract will be awarded on the basis of the following evaluation criteria:
 - Overall value – lowest price which meets or exceeds the City’s specifications.
 - Quality of samples submitted.
21. It is the City’s intention to award the contract for a three year period with the possibility to extend the contract for two additional one-year periods upon mutual consent of the City of Richmond and the successful contractor.
22. Orders on this contract will be placed by the Stores Department as needed by issue of purchase orders.

Quotation Form

Purchasing Section

City of Richmond

6911 No. 3 Road

Richmond, BC V6Y 2C1

The undersigned Bidder, having carefully read and examined the Instructions to Bidders, Quotation Form, Schedule of Quantities and Prices, General Conditions of Contract, and Specifications, and having full knowledge of the work required, does hereby offer to provide all necessary materials in strict accordance with the Specifications and to do all therein called for on the terms and conditions and under the provisions therein set forth at the:

LUMP SUM TOTAL QUOTED PRICE OF \$ _____

The above price includes and covers duties, Federal, (including G.S.T.), Provincial Taxes, handling and transportation charges, and all other charges incidental to and forming part of this Quotation.

The undersigned Bidder agrees to supply the whole of the materials within _____ weeks of acceptance.

Name of Bidder: _____

Address: _____

Telephone No: _____

Name, Signature,
and Title of
Signing Officer: _____

Date: _____

E-mail: _____

Web Address: _____

Schedule of Quantities and Prices

The City shall pay in Lawful money of Canada the amount shown for the following items subject to the conditions of the Contract Documents.

ITEM	DESCRIPTION	*QUANTITY	UNIT PRICE	EXTENSION
1.	<i>Workrite</i> Fire Fighter Trousers or Equivalent (must meet or exceed specifications)	As per specifications	490 Pairs	\$ _____ \$ _____
			468	\$ _____ \$ _____
2.	<i>Workrite</i> Fire Fighter Shirts or Equivalent (must meet or exceed specifications)	As per specifications		

Subtotal \$ _____
 Provincial Sales Tax \$ _____
 Goods and Services Tax \$ _____

TOTAL QUOTED AMOUNT \$ _____
(carried forward to Quotation Form)

Payment Terms _____

Early Payment Terms _____

Price Fluctuations for Subsequent Terms of the Contract

Term	% increase or decrease (please specify)
2007 - 2008	
2008 - 2009	
2009 - 2010	
2010 - 2011	

 Initials of Signing Officer

* The quantities provided are an estimate only and they do not guarantee actual quantities that will be ordered on this contract.

Size Chart/Price List (to use with *Schedule of Quantities and Prices*)

In this section, please list your unit prices based on size of garments and carry forward this information to the *Schedule of Quantities and Prices*. You can provide an average unit price on the *Schedule* if your unit price varies with different sizes. Note, our inventory stock numbers have been included for your information only. Please include a unit price for items where zero quantities are listed.

Stores Item No.	Item Description	Unit Price
S300170	RFR - Shirt Globe (<i>Workrite</i>) 700 Navy Short Sleeve(S.S.) Size 40	\$
S300171	RFR - Shirt Globe (<i>Workrite</i>) 700 Navy S.S. Size 42	\$
S300172	RFR - Shirt Globe (<i>Workrite</i>) 700 Navy S.S. Size 44	\$
S300173	RFR - Shirt Globe (<i>Workrite</i>) 700 Navy S.S. Size 46	\$
S300174	RFR - Shirt Globe (<i>Workrite</i>) 700 Navy S.S. Size 48	\$
S300175	RFR - Shirt Globe (<i>Workrite</i>) 700 Navy S.S. Size 50	\$
S300176	RFR - Shirt Globe (<i>Workrite</i>) 700 Navy S.S. Size 52	\$
S300180	RFR - Trouser Globe (<i>Workrite</i>) 400 Navy Size 32	\$
S300181	RFR - Trouser Globe (<i>Workrite</i>) 400 Navy Size 34	\$
S300182	RFR - Trouser Globe (<i>Workrite</i>) 400 Navy Size 36	\$
S300183	RFR - Trouser Globe (<i>Workrite</i>) 400 Navy Size 38	\$
S300184	RFR - Trouser Globe (<i>Workrite</i>) 400 Navy Size 40	\$
S300185	RFR - Trouser Globe (<i>Workrite</i>) 400 Navy Size 42	\$
S300186	RFR - Trouser Globe (<i>Workrite</i>) 400 Navy Size 44	\$
S300190	RFR - Trouser Globe (<i>Workrite</i>) 402 Full Cut Navy Size 32	\$
S300191	RFR - Trouser Globe (<i>Workrite</i>) 402 Full Cut Navy Size 34	\$
S300192	RFR - Trouser Globe (<i>Workrite</i>) 402 Full Cut Navy Size 36	\$
S300193	RFR - Trouser Globe (<i>Workrite</i>) 402 Full Cut Navy Size 38	\$
S300194	RFR - Trouser Globe (<i>Workrite</i>) 402 Full Cut Navy Size 40	\$
S300195	RFR - Trouser Globe (<i>Workrite</i>) 402 Full Cut Navy Size 42	\$
S300196	RFR - Trouser Globe (<i>Workrite</i>) 402 Full Cut Navy Size 44	\$

List of Previous Contracts

The Bidder has recently undertaken and completed the Contracts described following and authorizes the City of Richmond to inquire as to the nature of the Bidders performance on these contracts.

	DESCRIPTION OF CONTRACT	TOTAL PRICE OF CONTRACT	DATE COMMENCED	DATE COMPLETED
Company:				
Contact Name:				
Phone:				
E-mail:				
Company:				
Contact Name:				
Phone:				
E-mail:				
Company:				
Contact Name:				
Phone:				
E-mail:				
Company:				
Contact Name:				
Phone:				
E-mail:				

(If additional space is required, attach additional)

Specifications

Workrite Fire Fighter Trousers

General

The trousers shall be constructed to meet or exceed the specifications of the National Fire Protection Association (NFPA) Standard 1975 “Station/Work Uniforms for Fire and Emergency Services”, 1999 edition.

Design

The trousers shall have a uniform cut with four deep, inverted pockets. The front pockets are slash dress style and back pockets are welt design. The leg is straight to show no flare. All stitching shall be a minimum of 10 and a maximum of 12 stitches per inch.

Components and Materials

a) Shell Fabric

The shell fabric shall be air jet spun piled yarn, plain weave, 7 ½ oz. per square yard, 100% NOMEX IIIA/Aramid fabric. The Aramid fabric shall maintain flame resistance. The trousers will be made of NOMEX IIIA Aramid fabric that is post cured by an *Autoclave* process after each trouser is constructed. To assure comfort, the trouser fabric will have a *Wickwell* finish.

b) Colour

Shall be Fire Service Navy Blue

c) Components

As defined in NFPA Standard 1975, 1999 edition, Chapters 1 – 3, Components – thread, trim, facing, binding, zippers and labels shall meet or exceed the requirements of Appendix A, A-1-3.

d) Interlining

Where required, interlining shall be made of Spun Lace NOMEX pellow.

e) Pocketing

Shall be 100% NOMEX III, a minimum weight of 4 ½ oz. Per square yard. The colour to be dark blue or black only.

f) Zipper

No. 6 minimum brass zipper and chain, with semi-automatic slide. Zipper tape to be made of NOMEX fibre with ends sealed.

g) Hook & Eye

Industrial type, solid brass, nickel plated.

h) Thread

The thread for all seams and stitching shall be compliant with NFPA Standard 1975, 1999 edition, Chapter 4-1.2 or equal, colour to match the shell fabric.

i) Buttons

Shall be thermo setting polyester or melamine, size 22 or 24 ligne, colour to match shell fabric.

Construction

All stitching shall be of proper tension and size, and all parts shall be properly cut to avoid puckering after laundering, and to give the best appearance with the current state-of-the-art techniques. Stitches, seams and stitching types shall conform to FED – std.751a.

a) Assembly Seams

All seams to join trouser parts shall have feldlock seams (LSc-3) using a three needle #401 type chain stitch. All inside seams shall be overlooked then double needle stitched for added strength and comfort. The front pockets are to be sewn into the side seam, extending down a minimum of 8 ½” from the waistband.

b) Waistband

The waistband shall be cut from a single piece of material. To be set on folded (BSc-3). Band to finish 1 7/8” wide with two rows of #301 type lockstitch. Total spacing of needles is 1 5/8”. An interlining material as described herein is to be sewn into the band in the same operation. The waistband is to act as a top zipper stop. Ends of band are over edged.

Fasteners are set into band prior to turning band ends back for a clean finish. The end of the belt loops may not be set into the band. The band is secured by a hook and eye, There shall be no outlet on the waistband.

c) Darts for Female Trouser

Darts may be used in the front of the trouser not to exceed 5” in length, and in the rear of the trouser not to exceed 7” in length, using a #301 lockstitch to allow for female waist sizes.

d) Belt Loops

The trouser shall have 7 belt loops. The belt loop is sewn with stitch #406 type chain stitch, with seam construction Efj-2 or Efy-2. The finish width of the loop is to be ¾” and long enough to accommodate a 1 ¾” belt. The belt loop shall be not longer than 2 ¼” finished. The top of the loop to be bartacked before turning down and the bottom of the loop to be bartacked through both piles. Bartack must extend to both edges of the loop and prevent the loop from rolling back.

e) Front Pockets

The front edge of pockets shall be sewn with a #301 type lockstitch, using a SSbc-2 seam of the same of the same fabric that extends into the pocket a minimum of 1" before attaching the pocketing material, using a #301 type lockstitch with a LSbm-3 seam.

The pockets shall be sewn together, inside out and then turn using #301 type lockstitch forming seam type Ssa-2.

Pocket shall extend 9" down from the waistband, and the width to be between 6" and 7" wide.

f) Back Pockets

Two pockets to be provided with welt construction with a 22 or 24 ligne button and corresponding loop closure on left rear pocket. The button to be sewn with a #301 type lockstitch. The buttonhole in the loop closure shall be bartacked using a #301 type lockstitch. The finished size of the loop closure shall be 1 1/8" wide and 1 3/4" long, with a triangle taper on the end exposed. The pocket is sewn and folded on both sides. The top of the pocket is set into waistband. The back of the pocket is 7" deep by 7" wide. The back pocket opening is 5 1/2" wide. Pockets are set 3" below the bottom of the waistband. Radius pocket corners with #301 type lockstitch wide enough to cover all rough edges. A pocket facing shall extend 3" into the pocket using the same shell fabric to prevent visibility of the pocket material.

Turn in pocket edges using a #301 type lockstitch, forming a single seam type SSc-1.

g) Zipper and Crotch

Right side of zipper tape is set in with separate fly, using two rows of #301 type lockstitch. Left side of zipper is set with two rows of #301 type lockstitch. The right side facing continues down into and over the crotch-joining seam, providing a cover over the seams and crotch reinforcement.

h) Leg Lengths

Manufacturer to produce open bottom lengths that will be finished to a proper inseam length with Efb-1 seam type, using a #301 type lockstitch when issued or sold by the manufacturer.

Leg lengths to fit. Bidder to measure Fire-Rescue staff first year and then to train a Fire-Rescue staff to measure in following years.

i) Leg Creases

A durable crease is to be set into the front and rear leg of the trouser by heat press and then use of the LINTRAK Process.

j) Finish

The trouser shall be finished in the following manner;

1. Neatly pressed, then
2. Autoclave Process

k) Manufacturer's Permanent Label

Product labelling will be compliant with NFPA Standard 1975, 1999 edition, Chapter 3-1, Product Label Requirements.

l) Permanent Press

Trousers are made of post-guard fabric, which after construction will be autoclaved to retain its permanent finish. Permanent press with Nomex Autoclave Method is a must.

Manufacturer's Guarantee

Manufacturer must guarantee, in writing, quality of workmanship for one (1) year. All components, such as fasteners, buttons, zippers, and thread must also be guaranteed against failure under normal use conditions for one year.

All defective trousers shall be repaired or replaced by the successful bidder. In addition, all costs, including repair, pickup, and delivery of such trousers will be incurred by the company awarded the contract (the successful bidder).

Unless authorized in writing by Richmond Fire-Rescue, all trousers shall be manufactured in compliance with all applicable requirements of this specification. Any trousers sold to Richmond Fire-Rescue that do not meet the requirements of this specification are grounds for cancellation of the contract.

Certification Statement

Manufacturer must provide a laboratory report, on request, stating that all textile materials meet the requirements of NFPA Standard 1975, 1999 edition, in compliance with Chapter 2-1.1 of stated standard.

Workrite Fire Fighter Shirts

General

The shirt shall be constructed to meet or exceed the specifications of the National Fire Protection Association (NFPA) Standard 1975, "Station/Work Uniforms for Fire and Emergency Services", 1999 edition.

Design

The design of the shirt shall be a dress style shirt with a front placket using decorative buttons and snap fasteners for the closures. The shirt shall have two breast pockets with pocket flaps sewn on the upper pocket edge and two military creases on the front of the shirt and three military creases on the back of the shirt. Each military crease shall be sewn into the shirt using a #310 lockstitch. The shirt will have set-in short sleeves. The shirt tail length shall be proportionate to the to the shirt size and long enough to allow the

member to raise his or her hands above his or her head and have the shirt tails remain in the trousers.

Material

a) Shell Fabric

The shell fabric shall be air jet spun piled yarn, plain weave, 4 ½” oz. per square yard, 100% NOMEX IIIA/Aramid fabric with the warp having 49 ends per inch and the breaking strength of at least 158 pounds. The fill of the fabric shall have a breaking strength of 126 pounds. The Aramid fabric shall maintain flame resistance. The shirts will be made of NOMEX IIIA Aramid fabric that is post cured by an “Autoclave” Process after each shirt is constructed. To assure comfort, the shirt fabric will have a Wickwell finish.

b) Colour

Shall be Fire Service Navy Blue.

c) Components

As defined in NFPA Standard 1975, 1999 edition, Chapter 1-3, Components – thread, trim, facing, binding and labels shall meet or exceed the requirements of Appendix A, A-1-3.

d) Interlining

Interlining, if required, shall be made of Spun Lace NOMEX pellow.

e) Thread

The thread for all seams and stitching shall be compliant with NFPA Standard 1975, 1999 edition, Chapter 4-1.2 or equal, colour to match the shell fabric.

f) Snap Fastener

The snap fasteners used on the front closure of the shirt shall be heavy-duty industrial type, solid brass with nickel plating. The snap fasteners of the shirt shall be style #2 in conformance with MIL-f-10884. The female component shall be the 24 ligne size. All snap fasteners on the front closure are to be concealed so that fasteners are not exposed on the inside of the shirt to prevent any metal from touching the member’s body. All snap fasteners shall be set on two-ply fabric for added strength.

g) Buttons

Thermo setting melamine, size 22 ligne, colour to match shell fabric.

h) Epaulettes

Fully functional epaulettes on both shoulders with buttons, or other suitable closures with decorative buttons.

Construction

All stitching must be proper tension and size and all parts must be properly cut to avoid puckering after laundering and to give the best appearance with the current state-of-the-art techniques. Stitches, seams, and stitching types shall conform FED-std 751a.

a) Stitches, Seams and Stitching

The thread tension shall be maintained so that there are no raw edges, run offs, twists, pleats, or open seams. When a stitch is used that has a looper thread (under thread), the looper thread shall be on the inside of the garment. All seams shall start and finish evenly.

b) Stitches Per Inch

The minimum and maximum of 10 – 12 stitches per inch shall be used in sewing the shirts.

c) End of Seams

The end of all seams produced with a #301 type stitch, when not caught in other sewn seams or stitching shall be overlapped not less than three stitches.

d) Pockets

The two pockets shall measure 5 ½” wide by 6 ¾” deep at the pointed bottom. The pocket over the left breast shall feature a pencil slot sewn into the shirt pocket on the shirt closure side. Both pockets shall be located at a symmetrical point described laterally 2” from shirt centre. The pockets shall have flaps 5 ½” x 3”, pointed symmetrical configuration with the pockets, double needle, ¼” gauge stitched, In addition to the above description, flaps are reinforced with bartacks and interlined with Spun Lace NOMEX pellow. The pockets and flaps shall have a double stitch using a #301 type stitch sewn ¼” apart. The pocket shall be attached to the shirt using a LSba-2 seam using a #301 type lockstitch with ¼” spacing between stitches. Flap closure is hidden Velcro with a decorative button.

e) Sleeves

The short sleeve to be set-in type using a Ssa-2 seam with a #516 type stitch. The sleeve hem shall be 1” wide and sewn with a double row of #301 type stitch ¼” apart. The

sleeves shall finish approximately 10" from the shoulder sleeve for a male 40" chest and shall be proportionate for all shirt sizes.

f) Shirt Closure

The following description is based on the shirt being on a member and that person is identifying the following points:

LEFT SELVAGE: The left selvage shall be turned back 3" and the material edge sewn with a #504 type stitch. The placket attached to the left side of the closure shall be 1 3/8" in width and shall extend from the collar to the tail of the shirt. The placket shall be attached using a Ssas-2 seam, using a #401 type stitch. Both inside stitches shall be spaced 1/8" in from the outside stitch. The placket shall have an additional #301 stitch that is sewn through the same line of stitching on the left side of the placket. Attached to the left placket shall be five buttons evenly spaced.

RIGHT SELVAGE: The right selvage shall be turned back a minimum of 1" and sewn with a #301 type stitch.

g) Collar

The collar shall be convertible French style with three pieces of fabric using a SSc-1 seam sewn with a #301 type stitch and reinforced with two layers of Spun Lace NOMEX pellow.

The collar shall have a button on the right side of the collar using the same buttons as used on the front of the shirt and a button hole on the left side to allow the collar to be comfortable when a tie is worn.

Also required is a single sewn hole in each collar flap for single post collar pins

h) Darts for Female Shirt

Shirt construction for female shirts will include functional darts to ensure correct fit.

i) Yoke

The yoke shall be in full width of the back extending to each set-in sleeve. The yoke shall be attached using a LSba-2 seam, using a #301 type lockstitch.

j) Product Label Requirements

Product labelling shall be compliant with NFPA Standard 1975, 1999 edition, Chapter 3-1, *Product Label Requirements*.

k) Permanent Press

Shirts shall be made of post-guard fabric, which after construction will be autoclaved to retain its permanent finish. Permanent press using the Nomex Autoclave Method is mandatory.

Manufacturer's Guarantee

Manufacturer must guarantee, in writing, quality of workmanship for one (1) year. All components, such as snap fasteners, buttons and thread must also be guaranteed against failure under normal use conditions for one year.

All defective shirts shall be repaired or replaced by the successful bidder. In addition, all costs, including repair, pickup, and delivery of such shirts will be incurred by the company awarded the contract (the successful bidder).

Unless authorized in writing by Richmond Fire-Rescue, all shirts shall be manufactured in compliance with all applicable requirements of this specification. Any shirts sold to Richmond Fire-Rescue that do not meet the requirements of this specification are grounds for cancellation of the contract.

Certification Statement

Manufacturer must provide a laboratory report, on request, stating that all textile materials meet the requirements of NFPA Standard 1975, 1999 edition, in compliance with Chapter 2-1.1 of stated standard.

Environmental Terms and Conditions of Contract

1.0 Environmental Policy Requirements

1.1 The City of Richmond's Environmental Purchasing Policy

The City of Richmond's Environmental Purchasing Policy states:

In order to increase the development and awareness of environmentally sound products and services, City of Richmond staff will review their contracts and tender specifications for goods and services, to ensure that wherever possible and economically feasible, specifications are amended to provide for consideration of environmental characteristics. Consideration may be given to those environmental products that are certified by an independent accredited organization.

The City of Richmond as a whole will endeavour to increase its use of products and services that are more responsible to the environment in the way they are made, used, transported, stored and packaged and disposed of. It is recognized that analysis is required in order to ensure that the products are made available at competitive prices, and that the environmental benefits provided by a product or service should not significantly affect the intended use of that product or service.

- 1.1.1 The City of Richmond reserves the right to request information from bidders that will demonstrate compliance to this environmental purchasing policy.
- 1.1.2 Bidders are asked to supply information on environmentally preferable products and services that meet all specifications and performance requirements.
- 1.1.3 Placing the City of Richmond in breach of its environmental policy or environmental laws will result in the termination or suspension of an agreement, at the sole discretion of the City.

General Conditions of the Contract

1. Definitions

The two parties to the contract/Purchase Order. are the Contractor and the City, defined as follows:

The Contractor: The successful bidder for the work upon receipt of a purchase order and/or written acceptance of his Quotation from the City.

The City: City of Richmond.

Acceptance of the City of Richmond Purchase Order deems acceptance of all conditions of the Supply and Delivery Contract.

2. Responsibility For Supplies/Delivery and Packaging

The Contractor shall be responsible for the supplies covered by this contract until they are delivered at the designated delivery point, regardless of the point of inspection; and the contractor shall bear all risks of loss or damage to rejected supplies after notice of rejection.

All items under this contract are to be delivered to the Stores Department at 5599 Lynas Lane, Richmond, BC V7C 5B2. The Stores Department requires that all station wear shirts and trousers must be bagged and sealed individually in clear plastic.

3. Inspection

All supplies shall be subject to inspection and test by and shall meet the approval of the Manager of Purchasing and Risk and his decision shall be final and binding upon all parties.

In case any supplies or lots of supplies are defective in material or workmanship otherwise not in conformity with the specifications of the contract, the Manager of Purchasing and Risk shall have the right either to reject them or to require their correction.

Acceptance or rejection of the supplies shall be made as promptly as practicable after delivery, but failure to inspect and accept or reject supplies shall not relieve the contractor from responsibility for such supplies as are not in accordance with the specifications.

General Conditions of the Contract (Cont'd)**4. Warranty**

Unless otherwise specified, the contractor warrants that in the manufacture of the supplies only the best workmanship and materials have been employed and if, within a period of one (1) year from the date of acceptance of the supplies by the City, such supplies or any portion thereof are found by the City to be defective or faulty due to imperfect or bad workmanship or material, the contractor agrees, to replace such defective supplies forthwith without expense to the City.

5. Payments

The contractor shall be paid within 30 Days after the submission by the contractor of properly prepared invoices to the Accounts Payable Section for supplies delivered and accepted or services rendered and accepted. However, the City may withhold an amount equal to two times the value of goods or services not provided by the Contractor from any amounts owing to the Contractor.

6. Indemnification and Insurance

The Contractor will indemnify, hold and save harmless the City from and against all claims, losses, damages, costs, actions and other proceedings, made, sustained, brought or prosecuted in manner, based upon, occasioned by attributable to any injury, including death, property damage, infringement or damage arising from any act or omission of the Contractor, his employees, officers, volunteers, servants or agents or persons from whom the Contractor has assumed responsibility in the performance or purported performance of this agreement.

7. Liens

The Contractor 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 inequity or to any claim or liability under the Builders Lien Act, or to any attachment for debt, garnishee process, or otherwise.

8. Patent Fees

The Contractor shall pay all royalties and licence fees and shall save the City harmless from loss on account of suits or claims of infringement of patents in the doing of the work.

General Conditions of the Contract (Cont'd)**9. Default**

- (a) The City may, by notice of default to the contractor, terminate the whole or any part of this contract if the contractor fails to make delivery of the supplies within the time specified, or to perform any other provisions of this contract.
- (b) In the event the City terminates this contract in whole or in part as provided in clause (a) the City may procure supplies or services similar to those so terminated, and the contractor shall be liable to the City for any excess costs for such similar supplies or services.
- (c) The contractor shall not be liable for any excess costs under clause (b) if failure to perform the contract arises by reason of strikes, lockouts, acts of God or acts of the City.

10. Taxes

Unless otherwise provided herein, the Contractor shall pay all government sales or excise taxes in force at the date of the Contract/Purchase Order, provided that any increase or decrease in such taxes shall increase or decrease the amount due under the Contract accordingly. Invoices must show the appropriate amounts for Goods and Services Taxes and Provincial Sales Taxes separately.

11. Laws

The laws of British Columbia shall govern the work.

12. Time

Time shall be the essence in this Contract.

13. Assignment

Neither party to the Contract shall assign the Contract without the written consent of the other.

14. Changes

The City may make changes to the Contract and time and value shall be adjusted accordingly, except for emergencies all changes shall be made by written order.

15. Notices

Any notice required to be given in this Contract shall be deemed to be duly given to the City if sent by registered mail addressed to the City's Purchasing and Risk Manager at "City Hall, 6911 No. 3 Road, Richmond, BC V6Y 2C1" and to the Contractor if sent by registered mail addressed to the Contractor at the address set forth in the Quotation.



Note: Receipt of this completed form will assist us in calling for future bids. Please complete and submit this form prior to the closing date and time as shown on the Request for Quotation/Proposal/Tender form.
Please remember to include Quotation/Proposal/Tender No. at right.

Quotation/Proposal/Tender No.

2766Q

A Quotation/Proposal/Tender is not being submitted for the following reason(s):

- | | |
|--|--|
| <input type="checkbox"/> We do not manufacture/supply the required goods/services | <input type="checkbox"/> Cannot obtain raw materials/goods in time to meet delivery requirements |
| <input type="checkbox"/> We do not manufacture/supply to stated specifications | <input type="checkbox"/> Cannot meet delivery requirements |
| <input type="checkbox"/> Specifications are not sufficiently defined | <input type="checkbox"/> Cannot quote/tender a firm price at this time |
| <input type="checkbox"/> Insufficient information to prepare quote/proposal/tender | <input type="checkbox"/> Insufficient time to prepare quote/tender. |
| <input type="checkbox"/> Quantity too small | <input type="checkbox"/> We are unable to competitively quote/tender at this time. |
| <input type="checkbox"/> Quantity too large | <input type="checkbox"/> We do not have facilities to handle this requirement |
| <input type="checkbox"/> Quantity beyond our production capacity | <input type="checkbox"/> Licensing restrictions (please explain) |
| <input type="checkbox"/> Cannot meet packaging requirements | <input type="checkbox"/> Agreements with distributors/dealers do not permit us to sell directly. |
| <input type="checkbox"/> Cannot handle due to present plant loading | <input type="checkbox"/> Other reasons or additional comments (please explain below) |

I / We wish to quote / tender on similar goods / services in future <input type="checkbox"/> Yes <input type="checkbox"/> No	Authorized Company Official – Signature and Title	Date
This space for City of Richmond Comments	Firm Name	
	Address	
	City	
	Province Postal Code	
	Telephone Number	