Town of Mahone Bay

REQUEST FOR QUOTATION:

2013-14 ROAD SALT HAULING

Scope
The Town of Mahone Bay seeks unit price bids for the hauling of road salt from its supplier in Pugwash, NS (i.e. The Canadian Salt Company/Windsor Salt) to the Town's salt storage building located behind 184 Clairmont Street (i.e. Mahone Bay Fire Hall).

Generally, road salt hauling will occur during the early November 2013 to late March 2014 period.

The anticipated quantity of road salt required over the winter season is in the range of 250 - 300 tonnes.

The Work
The Work consists of incrementally transporting bulk road salt from Pugwash to Mahone Bay during the period mentioned above. Transport equipment for this contract shall be Live Bottom Tractor Trailer. Town staff will be on site for all deliveries to receive the order and push back salt, if necessary, within the building. The use of the Town’s loader is not an expense against this contract.

The Contractor must be able to deliver salt on an as needed basis. The successful bidder must guarantee delivery, as requested, during normal working hours – Monday to Friday, 8:00 am – 4:30 pm.

During rainy or wet weather conditions the load must be covered during transport.

Measurement & Payment
Contractor to supply unit price per tonne, plus HST amount, giving a total amount for each tonne of road salt delivered. This price will be multiplied by the number of tonnes delivered and verified by the Town's Representative in order to determine the total amount owed to the Contractor over a given period of time. Please list appropriate information on "Quotation Form".

The successful bidder is required at each delivery to provide to the Town’s representative a copy of the weigh bill provided by the Canadian Salt Co. Ltd. in order that the weight of the delivery can be verified.

The Town will pay the Contractor for work completed under this contract within 30 days of receipt of invoice. The Contractor is required to submit invoices on a monthly basis (i.e. submit invoices by the 28th day of the month).

Insurance
Throughout the performance of the contract, the Contractor will maintain and carry all insurance, as required by law in the performance of the Work, including at least $2,000,000 Commercial Liability Insurance. Contractor to supply a certificate of insurance proving that this requirement has been met.

Licenses & Permits
Contractor to ensure that truck driver(s) possesses the appropriate and valid NS Drivers License(s) and endorsement(s) for operation of the truck(s) and equipment necessary to complete the Work.
Contractor to ensure that truck(s) and equipment are in good repair at all times when in use for the performance of the Work, and that such meet all necessary standards and regulations under the Motor Vehicle Act including current Motor Vehicle Inspection certification.

**Workers Compensation Board Coverage**
All Contractors’ employees supplying service to the Town of Mahone Bay shall be covered by Workers’ Compensation (proof to be supplied to the Town of Mahone Bay prior to commencement of work).

**Work Place Safety**
Contractor shall be solely responsible for safety at the place of work, and for compliance with the rules, regulations and practices required by the applicable health and safety legislation, and shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Work.

**References**
The Contractor is to provide two references for similar work completed within the past two years. Please list appropriate information on the “Quotation Form”.

**Acceptance**
The Town of Mahone Bay reserves the right to reject any or all tender, not necessarily accept the lowest tender, or to accept any tender which it may consider to be in its best interest. The Town also reserves the right to waive formality, informality or technically in any tender.

**Submissions**
All bids must be provided using the attached “Quotation Form”. Bids will be received by the Town's Representative by fax, post or hand delivered on or before **3:00 pm, Wednesday, October 30, 2013**.

**Town's Representative**
Please direct all inquiries and bids to the Town's Representative listed below;

**Derrick MacKenzie**
**Director of Operations**
**Town of Mahone Bay**
493 Main St. / Box 629
Mahone Bay, NS BOJ 2E0
**Phone: 624-9859 / Fax: 624-8069 / E-mail: dmackenzie@townofmahonebay.ca**
Town of Mahone Bay

QUOTATION FORM – 2013-14 Road Salt Hauling

{Submission Deadline: 3:00 pm, Wednesday, October 30, 2013}

Name of Contractor: _____________________________________________________________

Mailing Address: ________________________________________________________________

Contact Person: __________________________________________________________________

Phone Number(s): __________________________________________________________________

Fax Number: _____________________________________________________________________

E-mail: __________________________________________________________________________

Business Number: ____________________________ -or- SIN _____________________________

WCB Registration Number: ______________________________

Contractor agrees to provide “as needed” delivery of salt within ________ calendar days of an order being placed by the Town of Mahone Bay.

**Unit Price Bid Amount:** ___________ per tonne

Add: HST @ 15% ___________ per tonne

**TOTAL BID** ___________ per tonne

Confirm Equipment to be Used (Enter “Yes” or “No”):
Live Bottom Tractor Trailer _____

Confirm whether you possess a current Certificate of Recognition from the NS Trucking Safety Association.
Yes ______  No ______ (Attach copy of certificate.)

Reference #1: ________________________________ (name) _____________________________ (phone #)

Reference #2: ________________________________ (name) _____________________________ (phone #)

Signature: _______________________________________________________________________

Date: __________________________________________________________________________