



City of Coquitlam  
**REQUEST FOR OFFERS**  
**RFO No. 15-03-01**

**Sale of Power Container**

Offers will be received on or before 2:00 pm (local time)

**Thursday, April 9, 2015**  
(Closing date and time)

**Obtaining RFO Documents**

RFO Documents are available for downloading from the City of Coquitlam's website:  
[www.coquitlam.ca/BidOpportunities](http://www.coquitlam.ca/BidOpportunities)

Printing of RFO documents is the sole responsibility of the Bidders.

**Viewing is recommended**

The Power Container is available for viewing on:

**Date:** Thursday, March 26, 2015  
**Time:** 10:00 am – 11:00am (local time)

**Location:** Town Centre Works Yard  
1250 Pipeline Road, Coquitlam, BC  
(Beside the Town Centre recycling depot)

**Addenda**

Bidders are required to check the City's website for any updated information and addenda before the closing date at the City website: [www.coquitlam.ca/BidOpportunities](http://www.coquitlam.ca/BidOpportunities)

**Offers**

The City reserves the right to accept or reject any or all offers or accept an offer deemed to be in the best interest of the City and will not be responsible for any costs incurred by Bidders in preparing an offer.

D. Trudeau, Purchasing Manager  
Issue Date: March 17, 2015

**A. INSTRUCTIONS TO BIDDERS**

**1.0 Offer**

The City of Coquitlam (the “City”) requests offers for the **Sale of a used Power Container** (herein referred to as the “**Goods**”) as shown in the pictures attached. The Purchaser is responsible to arrange shipping, packing, loading and removing the Power Container. Also **Refer to the following pictures:**

- Attachment 1 - Power Container Contents
- Attachments 2-5 - Pictures

**B. TERMS AND CONDITIONS OF SALE**

All sales are governed by these terms and conditions:

**2.0 Condition of Goods**

The Goods are offered for sale “as is” without warranty of any kind, including warranty of fitness for a particular purpose. The City does not warrant the accuracy or completeness or that the power container will function without error, failure or interruption. The City makes no representations or warranties, expressed or implied as to the quantity, kind, character, quality, weight, size or description of the Goods, or the condition, performance, merchantability or fitness for any use or purpose.

**3.0 Liability**

No action may be brought by any company or person against the City for any loss or damage of any kind caused by any reason or purpose including, without limitation, reliance on the functioning or service of the Goods.

**4.0 Title and Ownership**

Title to and ownership of the Goods will transfer to the Purchaser as and when payment is received and cleared, and the Goods are removed.

**5.0 Agreement**

This RFO document together with a City sales receipt constitute the entire agreement with respect to the goods purchased between the Purchaser and the City. Time will be deemed to be of the essence in all respects.

**6.0 Acceptance**

The City of Coquitlam reserves the right to accept or reject any offer and the highest price may not necessarily be accepted.

The City reserves the right to accept offers received after the closing date but is not obligated to accept any offer.

**7.0 Withdrawal of Offer**

Offers may be withdrawn upon request by an authorized representative of the company sent to email: [bid@coquitlam.ca](mailto:bid@coquitlam.ca) prior to time set as closing time for receiving Offers.

**8.0 Freedom of Information and Protection of Privacy Act**

Bidders are advised that offers are subject to the Freedom of Information and Protection of Privacy Act (FOIPP) and contents of their submission may be disclosed, if required to do so pursuant to the Act.

**9.0 Cost of Offer**

The City will not assume any responsibility or liability for any costs incurred by the Bidder in the preparation of the offer.

**10.0 No Claim**

Except as expressly and specifically permitted in this RFO, no Bidder shall have any claim for any compensation of any kind whatsoever; as a result of participating in this RFO including accepting a non-compliant offer and by submitting an offer each Bidder shall be deemed to have agreed that it has no claim.

**11.0 Price Offer**

**Unless otherwise stated, price offered is to:**

- be firm for 60 calendar days from offer closing date
- be in Canadian dollars

**12.0 Withdraw from Sale**

The City reserves the right to withdraw from the sale if the Goods have not been removed by the Purchaser without incurring any liability except as provided in this paragraph. If, through withdrawal, loss or error, the Goods cannot be transferred to the Purchaser, the City's liability will be limited to a refund of the purchase price or such portion as the City, in its sole discretion, determines to be equitable.

**13.0 Payment**

Payment shall be made within five (5) business days, or as stated in the email notification to be sent to a Purchaser on acceptance of the offer by the City and prior to any removal of the Goods.

Payment shall be made in person at Coquitlam City Hall, Revenue Services Department, 3000 Guildford Way, Coquitlam, BC, V3B 7N2, in the form of electronic payment using Visa, Mastercard or American Express, or as otherwise set out. All payments must be in Canadian funds.

Payments that cannot be made in person and purchases over \$50,000 are subject to payment by Canadian bank draft, made payable to the “City of Coquitlam”, or as otherwise agreed to at time of sale.

Sale will be subject to the Goods and Services Tax (GST) and British Columbia Provincial Sales Tax (BC) as applicable at the time of sale in accordance with the Excise Tax Act.

**14.0 Failure to Remit Payment**

If the Purchaser’s offer is accepted by the City and for whatever reason the Purchaser fails to remit payment in accordance with these Terms and Conditions of Sale, the City may cancel the sale, resell the Goods and the Bidder: (a) forfeits the Goods and any money paid to the City and; (b) is responsible for any deficiency and all costs (including advertising, handling and storage) associated with re-selling the Goods.

**15.0 Removal**

The Purchaser, upon acceptance of the Purchaser’s offer by the City will at the Purchaser’s expense, pack, load, and remove the Goods within ten (10) business days after receiving notice that the Goods are ready for removal.

The Purchaser will arrange, in advance, a suitable date for the pick-up of the Goods that is mutually suitable.

The Purchaser will be provided with the exact address and location of the Goods for removal when payment has been successfully processed by the City. The location of the Goods will be in the City of Coquitlam, British Columbia.

**16.0 Failure to Remove**

Should the Purchaser fail to remove the Goods in accordance with these Terms and Conditions of Sale, in addition to any other remedies, the City may cancel the sale, resell the Goods and the Purchaser (a) forfeits the Goods and any money paid to the City; and (b) is responsible for any deficiency and costs (including advertising, handling and storage) associated with re-selling the Goods.

**17.0 Identification**

In order to pick up the Goods, the Purchaser must present the sales receipt along with:

One (1) piece of Government issued ID that shows the Purchaser’s picture, name, address and signature together (examples: Valid Driver’s License, Passport); and

One of the following in the name of the Purchaser: Health Care Card, Credit Card, Debit Card, Employee ID Card, Social Insurance Number Card.

Please note that at time of pick-up, the Purchaser may be asked to provide the credit card used to remit the electronic payment.

The City in its sole judgment, will not ship or release the Goods until such a time as the Purchaser provides identification and evidence of proper authorization used for method of payment.

**18.0 Damage to Property or Goods**

The Purchaser will be responsible for any damage to property or the Goods resulting from the removal of the Goods sold.

**19.0 Limitation of Liability**

The City is not responsible for any claims, demands, or actions of any nature that may be incurred by the Purchaser, the Purchaser's employees, subcontractors or agents, in relation to the Goods including the sale, handling, removal, use, dismantling, decontamination or destruction of the Goods.

The Purchaser agrees to hold harmless the City and its employees, subcontractors and agents for any and all claims, demands and actions, in relation to the Goods, for which the bidder is legally responsible, including those arising out of the negligence or willful harm of the Purchaser, the Purchaser's employees, subcontractors or agents.

**20.0 Shipping**

The Purchaser is responsible for arranging shipping for the Goods at their expense and will provide the City with the required identification prior to release of the Goods.

**21.0 Law**

Sale and purchase of Goods shall be governed by and construed in accordance the laws of the Province of British Columbia, Canada which shall be deemed the proper law thereof.



**City of Coquitlam  
REQUEST FOR OFFERS  
RFO No. 15-03-01**

**Sale of Power Container**

Offers will be received on or before 2:00 pm (local time)

**Thursday, April 9, 2015**

(Closing date and time)

**Offer Submission Instructions**

Offers are to be uploaded electronically through Qfile, the City's file transfer service accessed at website: <http://qfile.coquitlam.ca/bid>

1. In the "Subject" field enter: RFO Number and Name
2. Add files in .pdf format and Send  
(Ensure your web browser remains open until you receive 2 emails from Qfile to confirm upload is complete)

Bidders are responsible to allow ample time to complete the submission process.  
For assistance, phone 604-927-3060 or Fax 604-927-3035.

**OFFER SUBMISSION FORM**

**Complete and return this Offer**

**Submitted by:**

\_\_\_\_\_

*(Company Name)*

**1. OFFER**

		<b>Offer Price</b> stated in Canadian Funds
.1	<b>Power Container and contents “as is”:</b>	\$
2.	7% BC PST	\$
3.	5% GST	\$
	<b>TOTAL PRICE OFFER</b>	\$

**2. ADDENDA**

We acknowledge receipt of the following Addenda related to this Request for Offers and have incorporated the information received in preparing this offer:

<b>Addendum No.</b>	<b>Date Issued</b>	<b>Date Received</b>

**3. AUTHORIZATION**

We hereby submit our Offer for the Goods as specified in strict accordance with all Terms and Conditions and information provided in this RFO.

<b>Company Name:</b>	
<b>Address:</b>	
<b>Phone:</b>	
<b>Fax:</b>	
<b>Name and Title of Contact</b> <i>for communication related to this RFO</i> (please print)	
<b>Contact Email:</b>	
<b>Name &amp; Title of Authorized Signatory:</b> (please print)	
<b>Signature of Authorized Person:</b>	
<b>Date:</b>	

**The signature above is an authorized representative that can bind the company to statements made in this Offer. For the purpose of this RFO, electronic signatures will be accepted.**

–End of Offer Form–



**City of Coquitlam RFO 15-03-01 - Attachment 1 - Power Container Contents**

<b>QTY</b>	<b>UNIT</b>	<b>MATERIALS</b>	<b>PRICE</b>
1	ea	400A 600V 3 phase Service entrance box	501.50
1	ea	42x18x16 600V 400A metering cabinet with CT-s	2,124.00
1	ea	meter cabinet CW meeter socket	388.22
2	ea	400A 600V 3 phase disconnect Fused with neutral	3,422.00
1	ea	Splitter 600V-400A	297.36
1	ea	Splitter 600V-600A	428.34
3	ea	100A 3 phase SQD 250V rated Fused disconnect with neutral kit	885.00
1	ea	200A 3 phase SQD 250V rated Fused disconnect with neutral kit	515.66
1	ea	225 KVA Transformer 3phase 600/120-208V Type ANN Clas 220	8,496.00
1	ea	225A 3 phase 30CT SQD panel NQO	398.84
2	ea	2 pole 100A SQD Breaker NQO	424.80
2	ea	2 pole 60A SQD Breaker NQO	283.20
4	ea	2 pole 15A SQD Breaker NQO	165.20
15	ea	1pole 15A SQD Breaker NQO	300.90
1	ea	Stand alone 100A 120-208 singlephase panel CH	318.60
12	ea	Breaker 1 pole 20A	141.60
40	m	4c/2AWG SOOW cable	1,510.40
1	ea	Portable panel STPC 1811single phase 3W 120/240V 100A Big	1,416.00
1	ea	Portable panel STPC 1811single phase 3W 120/240V 100A Small	1,003.00
			-
			-
			-
<b>Total</b>			<b>23,020.62</b>







Line Panel  
20/2014 Panel 2D circuit 116

1. Check  
2. 11/15/14







