



The Corporation of the Township of St. Joseph

REQUEST FOR QUOTATION

Project Name:	Centennial Grounds New Chain Link Fence
RFQ #	2023-11

1.0 INTRODUCTION

The Township of St. Joseph invites quotes from qualified contractors with WSIB and insurance coverage to provide labour and materials to install new chain link fencing at the Centennial Grounds at 1511 10th Side Road in Richards Landing.

2.0 SCOPE OF WORK

The project is located at the Centennial Grounds, 1511 10th Side Road Richards Street, Richards Landing, St. Joseph Township, Ontario. The following scope of work is required for the installation of a new length of chain link fencing:

- 2.1 Supply and Install 780lf section of 6' high chain link fencing with all fittings to complete enclosure of the Coral Soccer Field.
- 2.2 Supply and Install one 16' wide sliding gate with all fittings.
- 2.3 All material to be new, commercial grade, all posts set in concrete.
- 2.4 Exact layout to be determined on site.

*Note: Fence line to be cleared and leveled by owner. Drawing of area attached.

3.0 GENERAL

- 3.1 All information provided by a proponent in response to this RFQ must contain sufficient detail to support the work being proposed. The detail and clarity of the proponent's submission will be considered indicative of their expertise and competence to satisfactorily complete the proposed project.
- 3.2 The following specific requirements are identified for inclusion in the proposal:
 - a) The name, address, telephone number, cell number and email address of the proponent firm and its principal contact person.
 - b) Identification of the firm's experience in undertaking similar work, along with three references which shall include the name of the organization, the contact person, telephone number and address.
 - c) A detailed breakdown of the total costs for materials/supplies and labour.
 - d) Provide a timeline of the proposed start date and time to complete the work.
- 3.3 The successful bidder shall supply all labour, materials, and equipment necessary to complete the work in a satisfactory and professional manner.
- 3.4 All work shall be of the highest grade.

- 3.5 All work shall come with a minimum 1-year warranty (specify).
- 3.6 The successful bidder is to provide proof of WSIB and valid liability insurance with a minimum of \$2,000,000.00 (two million Canadian dollars).
- 3.7 Proposals must include labour and materials separately and include ALL applicable taxes.

4.0 COMPLETION DATE

Construction may begin as soon as contract is awarded.

All work must be completed before Dec 31, 2023.

5.0 SUBMISSION AND TIMING

5.1 The deadline for submitting quotes is September 29, 2023 at 12:00pm

5.2 Envelopes may be dropped off at 1669 Arthur Street, Richards Landing. Proposals may also be emailed to the contact person below.

Submissions to be clearly marked as Request for Quotation – 2023-11 Centennial Grounds New Chain Link Fence, sealed and addressed to:

Amanda Richardson, Clerk Administrator
PO Box 187
1669 Arthur Street, Richards Landing, ON P0R 1J0
clerkadmin@stjosephtownship.com

- 5.3 Enquiries/Contacts – Any questions regarding this Request for Quotations shall be directed to the contact above.
- 5.4 The work is to be completed in a timely fashion using the most efficient and safe methods available. Anticipated start and completion dates are to be included in your submission.
- 5.5 The Township reserves the right to request proponents to clarify information provided or to address specific requirements not adequately covered in their submission.
- 5.6 The lowest, or any bid, may not necessarily be accepted and the Township of St. Joseph reserves the right to accept or reject any or all proposals.
- 5.7 The successful bidder is to provide proof of WSIB and valid liability insurance upon notice of successful award. WSIB and Insurance for each subtrade or subcontractor must also be provided to the Township prior to the commencement of work.



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THIS PAGE MUST BE SUBMITTED AS PART OF YOUR OVERALL PROPOSAL

Proponent Firm Name:	
Principle Contact Person:	
Address:	
Phone Number:	

References

Three references that can attest to your experience and knowledge of work:

Company Name

Contact Person Name

Telephone and/or email Contact:

Company Name

Contact Person Name

Telephone and/or email Contact:

Company Name

Contact Person Name

Telephone and/or email Contact:

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Quotation Details

Warranty	
Estimated Start Date	
Estimated Completion Date	

MATERIALS AND SUPPLIES *ATTACH DETAILED BREAKDOWN OF MATERIALS AND SUPPLIES SEPARATELY*	\$
LABOUR	\$
SUBTOTAL	\$
TAXES	\$
TOTAL WITH HST	\$

PLEASE NOTE THAT THE SUCCESSFUL FIRM WILL HAVE ACCESS TO CURRENT DRAWINGS FOR ANY CLARIFICATION AND/OR QUESTIONS ON THE DESIGNS AND SPECIFIC PRODUCTS LISTED.

I, _____ (print name) do solemnly attest that I have the authority to bind the corporation and submit that I will be responsible for any and all assertions made herein.

Signature

Date

