

**Municipal District of St. Stephen**  
**Request for Quotations**  
**MDSS26-01**  
**One -2026 1/4-Ton WD Access Cab Truck**  
**Two -2026 3/4-Ton HD 4X4 Heavy Duty Regular Cab, Long-Wheelbase, Plow Compatible Trucks**

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**TERMS AND CONDITIONS**  
**REQUEST FOR QUOTATION (RFQ)**

The Municipal District of St. Stephen invites proposals from qualified proponents to supply one (1) new 2026 1/4-ton 4WD access cab truck and two (2) new 2026 3/4-ton HD 4x4 heavy-duty regular cab, long-wheelbase, plow-compatible trucks, each meeting or exceeding the attached specifications.

Although issued under one tender document, the 1/4-ton and 3/4-ton vehicles will be bid, evaluated, and awarded separately. Proponents may submit a bid for either vehicle type or for both. Each bid must be submitted as a separate proposal and must be submitted separately from each other and identified by the proposal number MDSS26-01A or MDSS26-01B. Non vehicle requirements (ie Section 7, Section 11 or Appendix A) can be included in either proposal.

The Municipal District will award each submission separately and may award the 1/4-ton and 3/4-ton vehicles to the same proponent or to different proponents. Award for the 1/4 ton pickup will be awarded as MDSS26-01A and award for the 3/4 ton trucks will be awarded as MDSS26-01B.

**Please see Section 5 – Bid Signing and Section 11 - Award of Request For Quotation and Payment Conditions and Terms of this tender regarding requirements for proper signing of proposal documents and submission requirements to support proposal (legal) name, and if applicable operating name, and invoicing requirements.**

Two copies (Original and one copy) of these Request For Quotation bid documents shall be submitted on the forms supplied by The Municipal District of St. Stephen for each bid submission.

**REQUEST FOR QUOTATION SUBMISSIONS**

Request For Quotations shall be in a sealed envelope clearly showing the RFQ Name and Number, Closing Date and Proponent’s Name and Contact Information on the front of the envelope and addressed as follows:

Mr. Jeff Renaud CAO  
The Municipal District of St. Stephen  
22 Budd Ave.  
St. Stephen, NB E3L 1E9

Bidders shall be solely responsible for the delivery of their bids in the manner and time prescribed.

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**Questions regarding this tender shall be directed to the representative for the Municipal District of St. Stephen as described, and in the manner indicated, in Section 8 - Questions regarding RFQ and Addenda (Inquiries)**

All Proposals shall either be mailed or delivered personally to the Municipal District Hall (address above) whereupon they will be dated and time stamped. It is the responsibility of the Proponent to ensure that proposals are in the possession of the Chief Administrative Officer or delegated staff member on or before the latest date and time stated in the proposal documents.

A proposal shall be deemed to have been received when the envelope has been stamped with the time and date of receipt. Proposals **received** after time and date specified shall be rejected.

Proposals will not be accepted by Facsimile or by Email.

This tender document, excluding addenda, is comprised of **41** pages.

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**Terminology**

1. **ADDENDA/ADDENDUM:** means a published change to the Request For Quotation as a result of clarifications to the Request For Quotation. Addendum may be issued at any time prior to closing.
2. **BID:** means an offer or submission by a Proponent in response to an invitation to a Request For Quotation.
3. **BIDDER/CONTRACTOR:** means a Proponent that submits a bid or proposal in response to a Request for Quotation and includes the proponent's owners, representatives, employees or subcontractors.
4. **DENOTATIONS:** The words "may" "could" or "should" denote the permissive. The words "must", "shall" or "will" denote the imperative.
5. **DULY AUTHORIZED OFFICIAL:** Refers to authorized personnel who are legally authorized to sign agreements and who, by way of their position or other legal authority, have been authorized to legally bind the company or operation by virtue of their signature, and seal if applicable, on the agreements.
6. **GENDER:** Request for Quotation is considered to be gender neutral. Any reference to gender shall be implied to mean any gender.
7. **INVITATION TO BID:** means a written invitation for prospective proponents to submit offers, bids or proposals.
8. **NBON** – refers to the New Brunswick Opportunities Network (<https://nbon-rpanb.gnb.ca/>)
9. **Official Version of RFQ and/or Addenda:** Where documents are posted on the NBON, these documents are considered to be the official documents and, will be considered to be the only correct version should they differ from copies obtained from other sources whether or not copies from other sources have been subsequently altered or do not agree with the version posted on the NBON.

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10. **PROPONENT:** means a bidder and includes any corporation, partnership, individual, sole proprietorship, organization, joint stock company, joint venture or any other private or public legal entity qualified to provide specified equipment and/or services subject to the request for quotation and includes its servants, employees and agents, or any of them.
11. **PROPOSAL:** means a bid or offer submitted in response to a Request for Quotation.
12. **RFQ:** Refers to the Request for Quotation for the provision of goods and/or services as requested by this Request for Quotation. A Request for Quotation is a tender.
13. **QUALIFIED:** means a manufacturer, factory branch, or a dealer engaged in the business of selling, dealing and servicing the equipment tendered upon and who has the location, equipment, tools and trained staff to properly service the vehicle subject to the bid on a timely basis including maintaining a full stock of parts to assist with service and/or repair of the vehicle.
14. **MUNICIPAL DISTRICT OR DISTRICT:** Refers to Municipality of The Municipal District of St. Stephen. Any reference to the Municipal District includes reference to Council or to the Chief Administrative Officer, (CAO) or their delegate(s).
15. **TIME:** Any reference to Time as it relates to the time of day will refer to Atlantic Standard Time and will be adjusted for Daylight Savings Time. Any other reference to time will have its normally recognized meaning.
16. **VEHICLE:** Refers to a vehicle which meets the specifications for the 1/4- or 3/4-ton units as specified in this tender.

**2) Request For Quotation (RFQ) Conditions and Provisions:**

- i. Proposals will only be received from qualified proponents who have the ability to meet the requirements for the Tender, including delivery requirements and information to accompany tenders, and have the ability to provide services on a timely basis as required by the Municipal District and who have submitted information to support the legal and, if applicable, operating name of the Proponent, as required by Section 11 - Award of Request For Quotation and Payment Conditions and Terms.

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- ii. Time is of the essence. Proposals must be received at the office of the CAO at the Municipal District **no later than 2:00 pm April 14th, 2026.**
- iii. Bids received late, or not received with all required documents by the closing time, will not be considered; the date and time stamped by the office of the CAO, or his delegate, will be assumed to be correct in the event of a dispute.
- iv. Proposals must be submitted on the form(s) supplied by the Municipal District **and submitted separately for MDSS26-01A and MDSS26-01B** The Bidder's name, the RFQ number and the RFQ closing date must be clearly visible on the outside of the envelope or package and the envelope or package must be sealed. Any information to be included with the RFQ must be included and sealed in the same envelope or provided as indicated in Section 8 - Questions regarding RFQ and Addenda (Inquiries) or Section 9 – Amendments and/or Withdrawals to a Proposal.
- v. A Bid may not be eligible for acceptance if current or past corporate or other interests of the Bidder may, in the Municipal District's opinion, give rise to a conflict of interest in connection with the tender or if past practices or history of the proponent, including any prior history with the Municipal District, is, in the opinion of the CAO, not in the best interest of the Municipal District.
- vi. Sub-contracting by the proponent to any firm or individual for the purposes of this tender is not permitted without the express written consent of the CAO.
- vii. Proposals will be opened following Bid Closing. Bid Price of the vendor awarded each unit type will be publicly disclosed on the NBON, however as factors other than price are evaluated to determine the qualifications, past experience, history and ability of the proponent to manage the contract in accordance with the terms of the tender and the proponent's proposal, the lowest or any bid may not be accepted by the Municipal District. The Municipal District reserves the right to reject any and/or all bids in accordance with Section 13 – Rights of the Municipal District and/or other sections of this tender.
- viii. Relevant RFQ documents should be obtained directly by downloading from the NBON or alternately the Municipal District of St. Stephen website under the banner for Municipal District Hall and the link "Tenders and Procurement". It is the bidder's responsibility to obtain Request For Quotation documents at their cost. Information obtained from the NBON or the Municipal District of St. Stephen Tender site can be obtained free of charge, however only documents obtained from the NBON are considered official documents and the Municipal District does not guarantee the accuracy or completeness of documents received from any other source, even if

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obtained directly from, or with the assistance of, Municipal District of St. Stephen employees or agents. The Municipal District will make every effort to update the Municipal District website to ensure all documents are posted, however the Municipal District does not guarantee that documents will be posted, or posted on a timely basis and proponents are required to verify that they have received all documents, including any Addendum issued, with the NBON site.

- ix. Questions regarding the RFQ or Addenda must be directed to the Municipal District's representative as directed under Section 8 – Questions regarding RFQ and Addenda (Inquiries). Responses received other than from the official district representative, and responses not posted on the NBON, will not be considered official and may not be considered when evaluating proposals.
- x. The Municipal District will not be responsible for any costs, expenses, losses, damages or liability incurred by the Bidder as a result of, or arising out of, the submission of any Bid, or as a result of the Municipal District not accepting or rejecting any Bid.

### **3) Tender Submission Requirements**

#### **A) Tender Documents**

- i. All potential bidders are required to register with the New Brunswick Opportunities Network to receive notice of any updates, including addenda's and to verify before submission that all information, including addenda's has been received and, if applicable, included with the submission.
- ii. Tender information may be made available on the website of the Municipal District of St. Stephen, including tender documents and addenda's, if any, but notice of any changes, including addenda, will not be provided and posting is not guaranteed and/or may not be on a timely basis.
- iii. The Municipal District of St. Stephen is not responsible for any Bidder not receiving addenda or other updates that are available to registered bidders on the NBON, or the Municipal District of St. Stephen's website if not posted on the NBON, even if some or all of the information received to date has been obtained from The Municipal District of St. Stephen, it's employees, agents or representatives.

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**B) Specifications**

- i. Specifications included with this tender are minimum requirements.
- ii. Consideration may be given to items exceeding specification minimums. Bidders are required to show exact details of the vehicle being offered for consideration and to indicate where any specifications that are provided with the tender proposal may differ from the specifications included with this document or issued addenda and the price differential related to the specification changes.
- iii. Proponents are also required to detail any equipment (or specifications thereof) and/or services identified as required by the tender but not included in proposal pricing. Only a bid for a new 2026 model year is to be submitted. Bids for other than a new vehicle will not be considered responsive to these specifications.
- iv. As only major components are specified in this tender, it is the vendor's responsibility to deliver a vehicle which will provide dependable and efficient service.
- v. Vehicle for which a tender is submitted shall conform to the latest laws, rules and regulations of the Province of New Brunswick, and all relevant requirements of the Canadian Motor Vehicle Safety Standards at the date of vehicle and equipment manufacture.
- vi. Vehicle will meet or surpass the mandatory requirements of the S.A.E. standards.
- vii. Failure to not include items requested by the tender, in the proponent's proposal, and not identify the items not included with an explanation as to why the item(s) are not being proposed may result in the proponent being deemed not able to sufficiently provide vehicle and services required by this tender.
- viii. Further information regarding scope of tender and tender requirements, including issues related to proposals that may not include all items, are stipulated in Appendix B & C -Specifications.

**C) Municipal District Right to Inspect and Refuse To Accept**

- i. The Municipal District reserves the right to inspect the vehicle delivered as a result of this tender and shall be the sole judge as to whether the vehicle being supplied meets the specifications outlined in the tender submission and the basic requirements of the Municipal District.

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**D) Correction of Defects**

- i. If at any time greater than the period of one year, manufacturer's specified warranty/guarantee period or warranty period identified in the attached specifications, if any, after delivery, setup and commissioning of the vehicle, any part of the vehicle becomes defective or is deficient or fails due to defect in design, material or workmanship, or otherwise fails to meet the requirements of the contract, then the vendor, upon request, shall make good every such defect, deficiency or failure without cost to the Municipal District. The Vendor shall pay all transportation costs for parts and/or equipment both ways between the vendor's factory or repair depot and the point of use. Warranty period shall not commence until the Municipal District has notified the Vendor that they are satisfied that the Vendor has completed the engagement as specified in the tender and the vendor's proposal.

**E) Proposal Price**

- i. The price tendered shall be FOB delivered to the Municipal District of St. Stephen Works Garage at 199 Union St., St. Stephen, NB or such other location as may be communicated in writing to the successful bidder.
- ii. The Proposal price shall be in Canadian funds and include all warranty, licensing, freight, duty and any and all permits, taxes, rates and charges which are applicable at the time of proposal submission except for HST. It is the responsibility of the bidder to determine from the appropriate authorities the extent to which any and all permits, taxes, rates and charges are applicable to this proposal and to ensure that the bid includes these charges. HST proposed to be charged is to be included on the proposal form but will not form part of the evaluation, except as it relates to Municipal Budget.
- iii. The tender price shall be inclusive of any additional work necessary to install, test, and train Municipal District of St. Stephen staff or delegates on its use and any costs necessary to repair or maintain equipment during the warranty period.
- iv. **Tender price will include pricing for new vehicle(s). In the event of an addition error such that the pricing does not add (net) correctly, the proponent agrees, through submission of a tender, that the calculated value will be considered correct, subject to restrictions noted in Section 10 – Rejections, and will be considered the proposal price.**
- v. The amount of Harmonized Sales Tax (HST) **shall not be included** in the proposed bid price. The proposal price will be subject to HST at the rate in effect from time to time and will be included with the payment for the particular invoice. Information

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required to recover HST as an input credit will be made available by the proponent with each invoice including ensuring that the HST number is shown on the invoice and is valid for the Vendor and date that the Invoice is being billed.

- vi. Proposal is to remain firm for the period of time noted in Section 6 – Submissions of Proposals.
- vii. In the event of an award, the proposal amount shall constitute full and complete amount which will be paid to the Proponent for the purpose of this tender, except for HST and excepting other contemplated deductions such as costs associated with re-tendering if required as contemplated by Section 13 – Rights of the Municipal District.
- viii. The lowest or any tender may not necessarily be accepted as the Municipal District reserves the right to reject any or all tenders. This is a RFQ, however factors other than the proposal price alone are evaluated to determine the appropriate submission, if any, that will be submitted to Council for approval.
- ix. The Municipal District reserves the right, in addition to price, to evaluate the Bidders past performance/references, work experience in the field, staffing and other factors which the Municipal District deems appropriate in the determination of the Proponent's ability to deliver the goods or services as per submission requirements and as per bidders submission, and to provide acceptable level of service as contemplated by this tender.

**F) Information to Accompany Tenders**

- i. All tenders must be accompanied by manufacturer's literature describing in detail the vehicle bid upon, together with product warranty. Failure to provide these documents may result in rejection of the tender.

**G) Delivery Requirements**

- i. Availability and delivery of the new vehicle will be taken into consideration on this tender. A firm delivery date shall be stated on the tender form and shall be stated in the number of calendar days following receipt of order.
- ii. Where applicable, vehicle is to be safety inspected prior to delivery to the Municipal District. Warranty, licensing and the vehicle inspection are to be dated in the month of delivery, and the vehicle delivered within two days of the date the vehicle is licensed unless prior approval is obtained in writing from the appropriate Municipal

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District official responsible for accepting delivery of the vehicle.

- iii. Vehicle will be delivered with the appropriate warranty information, as specified in the submission and dated as of the date of licensing of the vehicle.
- iv. Vehicle will be delivered with appropriate operators manual.

#### **H) Tender Completion**

- i. All portions of the tender shall be completed including descriptions and details where requested. The word “as specified” will not be accepted in place of descriptions and/or details. Failure to complete all portions of the tender may result in bid disqualifications.

#### **4) Presentations**

In addition to other requirements noted in this document, proposals are to include:

- i. Request For Quotation Form – Checklist (Page 24 of RFQ)
- ii. Request For Quotation Form – Proposal Price and Signing (Page 25 and Page 26 of RFQ)
- iii. Addenda issued, if any; Bidders will be acknowledging that they have read, evaluated and included the addenda requirements in their submission including cost of any addenda changes to specifications or the tender requirements.
- iv. Information about bidder as per Section 7 – Bidders Qualifications/Requirements
- v. All tenders must be accompanied by manufacturer’s literature describing in detail the equipment and/or services bid upon, together with product warranty. Failure to provide these may result in rejection of tender.

#### **5) Bid Signing**

**Duly authorized signing official(s)** of the bidder’s company must sign the Request For Quotation Form in the presence of a witness who will also sign and include information required as per Section 11 - Award of Request For Quotation and Payment Conditions and Terms, in sufficient time to meet service requirements.

#### **6) Submissions of Proposals**

- i. A proposal that has not been accepted or is pending review is irrevocable and binding on the bidder submitting the proposal for a period of 60 days from the date of closing unless the proponent has received prior formal notification by letter from the Municipal District’s representative by mail or email of the rejection of their proposal or the acceptance of the proposal of a competing bidder.

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- ii. Proposals may be amended or withdrawn, subject to conditions indicated under Section 9 - Amendments and/or Withdrawals to Proposal.
- iii. Additional Addenda and/or submissions may be submitted, prior to the date and time of closing and in accordance with instructions provided in Section 8 – Questions regarding RFQ and Addenda (Inquiries).
- iv. Proposal packages will not be opened publicly.
- v. The Chief Administrative Officer and/or his authorized delegate(s) will review proposals and recommendations will be based on evaluation of the bid proposals and other information obtained and deemed necessary to determine ability of the proponent to meet the tender requirements and bid submission as proposed. Bid information of the successful bidder will be made available at the time of award and posted subsequent to award on the NBON.
- vi. All submissions become the property of the Municipal District. Details of submissions may be disclosed after the evaluation process and therefore shall not be treated as confidential unless expressly stated otherwise and agreed to by the Municipal District. The Bidder hereby grants the Municipal District a license to post, distribute, copy, print or translate the Bid for the purposes of the Invitation. Any attempt to limit the Municipal District's right in this area may result in rejection of the Bid unless agreed to by the Municipal District.
- vii. During the performance of services, the Bidder or Bidder's staff may have access to confidential information belonging to the Municipal District, including information which may be obtained indicating recommendation of the award of a proposal, prior to disclosure in public at any public Council meeting. Should this occur, the Bidder must ensure that such information is not released to any individuals not authorized in writing by the CAO for the Municipal District and failure to comply may result in criminal and/or civil charges and/or the Bidder's disqualification from any further tenders issued by the Municipal District. Bidder (and/or staff including subcontractor(s)) may be required to sign confidentiality agreements with the Municipal District prior to performance of services for the Municipal District and/or prior to payment from the Municipal District for billed services, or at any other time, but failure to request confidentiality agreements to be signed will not be deemed permission to disclose or permit to be disclosed confidential information obtained in the performance of duties, or by any other means.

**7) Bidder's Qualifications/Requirements**

- i. Each Bidder is asked to provide information which would enable the Municipal District to determine the bidder's ability to properly conduct business with the

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Municipal District, to meet the standards related to the applicable provision of goods and services in an efficient and effective manner and to comply with applicable legislation and regulations such as related to National or Provincial Acts or Regulations and/or Municipal by-laws, Municipalities Act, Workers Compensation Act or Income Tax Act and Excise Tax Acts.

- ii. The Municipal District reserves the right to consider any history the vendor, or any individual firm or proposed subcontractor associated with the proposal, has had with the Municipal District including, but not limited to, any experience providing vehicle(s) and services as noted in this tender, or similar services to the Municipal District.
- iii. Tenders must contain the following:
  - Proof of Bidder's legal and, if applicable, operating names as required under Section 11 - Award of Request For Quotation and Payment Conditions and Terms;
  - Bidder's service location and facilities;
  - Bidder's qualifications and the qualifications of each person assigned. This information will be updated as necessary with the office of the CAO;
  - Information required as per Appendix;
  - Location and availability of parts inventory related to vehicle;

These factors will be considered when evaluating proposals as total cost of ownership, including factors which may result in undue delay with repairs or service, is of concern to the Municipal District. Bidders agree to comply with all applicable laws, regulations and standards, including all labour, occupational health & safety, and worker compensation requirements of the Province of New Brunswick.

**8) Questions regarding RFQ and Addenda (Inquiries)**

- i. Questions regarding the RFQ and Addenda are to be addressed, in writing and mailed, emailed or delivered to be received by The **Municipal District of St. Stephen - ATT: Frank Godsoe - RFQ # MDSS26-01 no later than 2:00 pm on April 7, 2026 in time for the Municipal District to prepare an Addendum, if necessary. Questions must specify which proposal the question refers to, unless the question relates to the tender document, exclusive of the vehicle specifications. Questions not properly addressed may not be responded to. Questions may be emailed to [frank.godsoe@chocolatetown.ca](mailto:frank.godsoe@chocolatetown.ca) or mailed or dropped off at the Municipal District Office.** The reply may be made in the form of an addendum. A copy of the addendum, if any, will be made available on the NBON and posted on the Municipal District website. No other interpretation or explanation shall be valid and only documents

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posted on the NBON are to be considered official and will be considered when evaluating responses to this tender. Nothing in this section relieves the proponents responsibility to ensure that they have received all copies of the addendums for inclusion with their proposal, as per Section 3 (a)(i) – Tender Documents.

- ii. Nothing in this Invitation is intended to relieve proponents from forming their own opinions and conclusions with respect to the matters addressed in the invitation or its associated documents. The Proponent shall be solely responsible for any errors, omissions, or misunderstandings resulting from the proponent’s failure to thoroughly review and inquire and understand the RFQ, addenda or subsequent contract. The proponent shall obtain all required information, including appropriate independent legal advice, and shall not claim at any time after the submission of the proposal or the subsequent execution of the contract, that there was any misunderstanding with regard to the conditions imposed by the contract.
- iii. The Municipal District reserves the right to modify the terms of the RFQ (Issue Addenda) at any time prior to closing, at its sole discretion. All Addenda become part of the RFQ documents. Proponents will be acknowledging, with their proposal, that they have read, evaluated, and if necessary, modified and included the cost of any addenda with their proposal(s).
- iv. Bidders are responsible for ensuring that they are aware of and have complied with any Addenda.
- v. If additional information is to be included with a proponent submission, or the proponent fails to include or other documents, after delivery to the Municipal District of a sealed proposal:
  - The new information must be included in a separate sealed envelope that otherwise meets the requirements for submission except that the envelope will be marked as **“Additional Information Enclosed”**:
    - and may not include any other material in the envelope except for information **not included** in the original proposal envelope;
    - An amendment to the proposal, as per Section 9 – Amendments and/or withdrawals to proposal, must be submitted for any other information which would change or contradict information already submitted as a proposal.
    - Information must be marked to indicate which proposal the submission relates to.
  - Name, address and other information on the envelope must agree with the original proposal submission. Any such envelope provided that is not in compliance with these terms may result in the overall proposal being

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- rejected;
  - Submissions in compliance with this section will be considered as one submission and proposal price will be deemed to include additional information unless bidder causes proposal to be withdrawn as provided for in Section 9 - Amendments and/or Withdrawals to Proposal. Any such request will include additional information submitted according to this section;
  - Information submitted according to this section will not be treated as an amendment to the proposal and will be deemed to be received subsequent to any amendment to a proposal;
  - Information submissions in addition to the original proposal that are not submitted in accordance with this section will be rejected and may result in rejection of all bidder's proposals.
  - The Municipal District will not be responsible for failure to receive additional information after the deadline for submission.
- vi. If the Municipal District issues changes (addenda) within five (5) days of the closing date, the closing date may be extended to allow for a suitable Bid preparation time. Notification on the NBON as an addendum, if necessary, will constitute notice of change of closing date and/or time if deemed necessary.
- vii. The Question must clearly indicate the RFQ number(MDSS26-01A or MDSS26-01B) and closing date in the letter and, if related to a particular vehicle type, which vehicle type it relates to. Questions which do not clearly indicate the RFQ number and closing date in the letter may not be answered. The Municipal District shall not be responsible for the receipt of questions by the prescribed date and time due to equipment failure or for any other reason.
- viii. Inquires and responses may be recorded and may be distributed to all other Bidders as Addenda.
- ix. No response shall be binding on the Municipal District unless made in writing by the official or designate authorized by the Municipal District to respond to such enquires, **as indicated in Section 8 - Questions regarding RFQ and Addenda (Inquiries)** or as changed by addenda, and such response is issued in the form of an Addendum.
- x. If an envelope was included with the Invitation documents, this envelope must not be used to submit an enquiry; these envelopes are not opened before the closing time for receipt of Bids.

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**9) Amendments and/or Withdrawals to Proposal**

- i. A submitted proposal may be amended and/or withdrawn subsequent to receipt of the proposal by the Municipal District, and prior to the date and time of closing of the proposals by:
  - a) Withdrawal by letter forwarded by fax or by mail, signed by the person signing the original proposal and addressed to the attention of the CAO;
  - b) Depositing the amendment prior to the closing date and time of proposal;
  - c) Amendments to the original proposal must be submitted as follows:
    - Name, address and other information on the envelope must agree with the original proposal submission except that envelope must be clearly marked as “Amendment to Proposal”;
    - Request For Quotation Form (page 25 and/or Page 26) to this tender document) must be marked as “Amendment” or overall proposal will be rejected as a duplicate submission as required by Section 10(i)(c) – Rejections;
    - Sealed in a separate envelope that otherwise meets the requirements for submission;
    - **Amendments are for proposal pricing only and must not include other information.** If other information needs to change than the proposal must be withdrawn and a new proposal submitted as per instructions below.
    - Only one amendment for each proposal number (MDSS26-01A or MDSS26-01B), may be made without withdrawing proposal or overall proposal will be rejected.
  - d) The Municipal District shall not be responsible for the receipt of an amendment by the prescribed date and time due to equipment failure or for any other reason.
  - e) Withdrawal requests will be time and date stamped and must be received prior to the date and time of closing for this tender. Withdrawal requests received prior to the date and time of closing will result in withdrawal of any proposal, amendments or receipt of additional information received prior to the date and time of receipt of the withdrawal request. A new proposal, if submitted, must be received after the date and time of a valid withdrawal request and otherwise be compliant with the requirements for submission of a proposal as outlined in this document or any issued addenda.

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**10) Rejections**

- i. The following items are considered mandatory items and will result in rejection of the Bid, if the proposal:
  - a) Tender Submission arriving at the Municipal District after the date and time of closing.
  - b) Tender proposal is not submitted on the forms provided by the Municipal District for this Request For Quotation.
  - c) Is the second one submitted by the same Proponent, for the same RFQ proposal number, in which case all proposals by the same Proponent for that proposal number will be rejected. Submissions from Proponents that are related (within the meaning of section 251 of the Income Tax Act of Canada) are considered to be from the same Proponent.
  - d) Is the second amendment submitted for a proposal number or the amendment submission is not submitted as stipulated in Section 9 - Amendments and/or Withdrawals to Proposal.
  - e) Is not arrived at independently and without consultation with other potential bidders.
  - f) Both the written price in words and the numerical value contain typographical errors such that the proposal price cannot be determined.
- ii. A proposal may be rejected, at the sole discretion of the Municipal District and without explanation, and the proposal not considered, or may be accepted notwithstanding that it:
  - a) Contains errors in mathematics in which case the value as determined by Section 3 E (iv) – Proposal Pricing will be used to determine the bid price.
  - b) Where there is a discrepancy between the numerical bid price and the written bid price the written value will be accepted as the proposal price and will govern the bid evaluation and contract administration. If there are errors in the written price, such that the written price is not discernible, then the Municipal District may either reject the Tender or accept the numerical bid price at the Municipal District’s discretion.
  - c) Where there are changes to information contained in the proposal,

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**changed information is to be crossed out with the corrected information entered above the information being changed.** Information not corrected in this manner may result in the tender being rejected or accepted based on the original information or the information as changed, in the Municipal District's discretion.

- d) Where proposals for MDSS26-01A and MDSS26-01B are presented in one sealed envelope, as long as the Municipal District can determine the proper separation for the two proposals.
- e) **The use of correction fluid, correction tape or similar product to correct or change information may result in the Tender being rejected.**
- f) **The Municipal District will decide, at its discretion and with the object of fairness to all proponents, if lack of compliance with any tender requirement is sufficient in scope to warrant rejection of the tender.**

Failure to comply with any of the mandatory terms or conditions contained or referenced in the Invitation documents shall result in the rejection of the Bid.

**11) Award of Request For Quotation and Payment Conditions and Terms**

- i. **The office of the CAO will only recommend to the Council of the Municipal District of St. Stephen for approval of a proposal when the Municipal District has determined the legal capacity for the bidder to contract with the Municipal District as follows:**
  - Bidder submits a proposal using the legal name of the bidder, as registered with the Corporate Registry, or equivalent, for the Province of New Brunswick or Province of Nova Scotia and proof of the registration is provided, unless submitted solely in the name of an individual bidder without reference to an operating name or other named entity;
  - Where a proposal is provided by an entity that is registered in a jurisdiction other than New Brunswick or Nova Scotia it will be the responsibility of the bidder, at its cost, to prove that it has registered with the Corporate Registry for the Province of New Brunswick;
  - If proposal name differs from the legal name - a letter of amendment is received which corrects the information provided in the proposal;
  - If the business is unincorporated, and/or operating using an operating name, proof of registration with the Province of New Brunswick, or the Province of Nova Scotia of the operating name;

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- If the business is incorporated and intends to conduct business with the Municipal District using the operating name, in addition to proof of registration of the operating name with the Province of New Brunswick, the Municipal District will require a letter of direction authorizing the Municipal District to conduct business with, and submit payment to, the operating name and/or division on behalf of the company submitting the proposal;
  - Municipal District reserves the right to contact any proposer who does not provide sufficient information to enable the Municipal District to determine bidder's legal capacity to contract with the Municipal District, in the name of the proposer, as provided on the form provided by the Municipal District for such purpose and receipt of this information must be received prior to date required for submission for consideration to Council.
- ii. The Municipal District of St. Stephen shall notify the successful bidder by telephone and/or mail or email that the firm is the successful bidder subject to approval of the Council of The Municipal District of St. Stephen (as outlined in Section 13(x) – Rights of the Municipal District).
- iii. Invoicing received from the successful bidder must be in the name of the bidder as indicated on the proposal or as amended by a letter of direction (Section 11(i).- Award of Request For Quotation and Payment Conditions and Terms.)
- iv. Approval and signing of any contract and/or agreement must be as directed by resolution of the Council of the Municipal District of St. Stephen. If the company requires the Municipal District to sign on more than one agreement, contract or other document as a result of an award resulting from this tender then this must be made clear prior to submission to Council of the recommendation for approval of the proposal and is subject to approval by Council.
- v. If a discount for early payment is offered, such discount shall be clearly indicated on the invoice including the amount of the discount by percentage or total, and the deadline for receipt of payment in order to receive the discount. Any such discount will be calculated from the later of receipt of the invoice or date of completion of delivery of the product or service to The Municipal District of St. Stephen who shall be the sole judge as to whether the goods and/or services meet the terms and conditions of the tender and delivery as per the tender and accepted tender submission.
- vi. Since early payment discounts are based on the bid proposal price as accepted by the Municipal District in response to this tender, early payment discounts will not be considered when evaluating Bid Proposals.

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- vii. Invoices shall be directed to The Municipal District of St. Stephen at the address indicated in the RFQ to the attention of the Accounts Payable Department and will detail purpose of the invoice and information to support amount of the invoice (for example date, time and hours of service and staff performing work) and shall include, where applicable, HST registration number active for the proponent on the date of the service and amount of HST payable.
  
- viii. Invoicing will be completed upon completion of all installation and services and after inspection and approval by officials and/or representatives of the Municipal District of St. Stephen.
  
- ix. No right or duty, in whole or in part, of the Bidder under a contract issued may be assigned or delegated without the prior consent of office of the CAO or authorized delegate for The Municipal District of St. Stephen.

Bidder's are advised that proposals will be evaluated solely on the basis of information submitted in accordance with this Request For Quotation.

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**12) RFQ Criteria and Evaluation Criteria**

**PROPOSAL RESPONSES:**

- i. Proponents shall provide a point by point response to this RFQ indicating compliance to the terms and conditions, and all required details.
- ii. Proponents are to provide a description of their capabilities as they pertain to this RFQ and as listed in Section 7 – Bidders Qualifications/Requirements and/or Appendix A – Proposal Submission Documentation. Include a detailed summary of your experience, location and personnel and subcontractor(s). Include any and all additional information that will enhance your detailed responses to the specifications. Responses that are difficult to follow, or not appropriately organized, may result in a proposal not being recommended for approval, even if the proposal is the lowest overall bid.
- iii. It is an obligation of the Proponent to read the Request For Quotation carefully and then to respond accordingly. Failure to provide requested information may result in elimination from further consideration. The Municipal District will not make assumptions on behalf of the Proponent and the Proponent should expect that their Proposal will only be evaluated based on the information provided and/or information obtained from references or from history or experience with the proponent or the proponent’s staff or subcontractor(s). The Municipal District reserves the right, at its discretion and without obligation, to contact Proponents for clarification on items in their proposals without consideration of the issuance of an addendum or obligation to contact other Proponents.

**13) Rights of the Municipal District**

- i. The Municipal District of St. Stephen does not, by virtue of this proposal call, commit to an award of this proposal. Proposals are evaluated according to several criteria including municipal budget, comparisons of tender specifications to the tender request, and to each submission and an evaluation of the bidder as per information provided as outlined in Section 7 – Bidders Qualifications/Requirements and Section 12 – RFQ Criteria and Evaluation Criteria and Appendix information. The lowest cost, or any proposal, will not necessarily be accepted;
- ii. In the event that two or more submissions are ranked as equal the Municipal District reserves the right to break the tie in a manner it deems appropriate;

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- iii. The Municipal District reserves the right to clarify information received in the tender that does not result in a change to the overall proposal evaluation, including the right to request documentation to support the legal and operating names of the bidder, where not otherwise provided, and to accept a change in name submitted as the Bidder, by letter of direction, where the information submitted on the proposal does not agree with information registered with the appropriate authority as required by Section 11 - Award of Request For Quotation and Payment Conditions and Terms;
- iv. In the event that a bid is considered for recommendation to Council for approval of the bid proposal, and recommendation to award, but the Municipal District is unable to determine the legal name of the bidder, as required by Section 11 - Award of Request For Quotation and Payment Conditions and Terms, in sufficient time to meet service requirements as determined by the Municipal District and taking into consideration timing of required Council notification and closed and/or public meetings, the Municipal District reserves the right to consider alternate bids that otherwise meet the specifications as required by the tender request but may not have been selected as the primary proposal for recommendation to Council to award;
- v. When no compliant Bids are received in response to the RFQ, the Municipal District reserves the right to enter into negotiations with one or more Proponents, or with any other potential vendor, in order to complete the procurement;
- vi. The Municipal District will be the sole judge of whether there is sufficient justification to cancel any Tender;
- vii. No action of the Municipal District to hire or otherwise contract a service, repair or improvement on the vehicle or the purchase, repair, service or improvement of any other vehicle from any qualified vendor, whether the successful bidder or not, relieves the bidder's obligation to perform any service, repair or improvement on the vehicle as outlined in the bidders response to this tender.
- viii. The Municipal District reserves the right to consult with any Proponent, prior to award, without prejudice to any award, or decision not to award, or without requiring consultation with other Proponent's;
- ix. The Municipal District reserves the right, without any other authorization, to take all or any portion of the award out of the bidder's hands including the right to cancel all, or a portion, of a purchase order or award with the Municipal District, and may employ such means as the Municipal District may see fit to acquire the service or

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complete any work, in any of the following cases:

1. Where the Bidder has made default or delayed in commencing or in diligently executing the work or delivery or any portion thereof to the satisfaction of the Municipal District, and the Municipal District has given notice thereof to the Bidder and has by such notice required the Bidder to put an end to such default or delay and such default or delay continues after such notice was given;
  2. Where the Bidder has become insolvent or committed an act of bankruptcy or been placed in the hands of a receiver;
  3. Where the Bidder has otherwise failed to observe or perform any of the provisions of the contract or as agreed to in its proposal for service;
- x. In the event that the work or any portion has been taken out of the Proponent's hands under this section or as a result of dismissal for cause, the Municipal District may recover any additional costs, associated with awarding of the remaining portion of the contract, including renewal periods, if any, to another Proponent. If amounts are receivable from the Proponent at the time of default, the Municipal District reserves the right to demand immediate payment and bill the Proponent for such costs as are determined and to invoice the amount required to compensate the Municipal District for the cost to find a replacement Proponent including costs associated with the submission of a Tender or Bid Proposal, if any;
- xi. Award of contracts: No contract shall be awarded and no agreement will be signed with a proponent unless authorized by the Council of The Municipal District of St. Stephen, at a duly called meeting, **as evidenced by the signature of the Mayor and CAO (Municipal District Clerk) or, in their absence, duly authorized officers or officials**. The Municipal District may make an award to a bidder conditional on the negotiation and acceptance of a detailed contract between the Municipal District and the Bidder. In such cases, should the detailed contract negotiations not be completed in a reasonable period of time, as determined at the absolute discretion of the Municipal District, the Municipal District reserves the right to discontinue negotiations with the Bidder and subsequently enter into negotiations with another Bidder and/or re-tender or cancel the Invitation;
- xii. The Bidder, by submitting a proposal, agrees that no action or liability will lie or reside against the Municipal District in its exercise of its rights under this proposal;

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- xiii. This Tender document, and inclusion of any Addenda, if any, shall constitute and form part of any agreement to purchase;
- xiv. The Municipal District will not be responsible for failure to receive any document required for submission of a proposal or receipt of a document required for submission of a proposal that is date and time stamped subsequent to the date and time requirements indicated in the tender document or any issued addenda. Time and date stamps placed by the CAO or his delegate on a document received by the Municipal District of St. Stephen will be accepted by both the Municipal District of St. Stephen and any bidder as being correct;
- xv. Severability: If any section or part of a section contained in this tender, including Addenda, shall be judicially held invalid or unenforceable, the remainder of this tender, including Addenda, shall be interpreted as if such section or part of a section had not been included.

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REQUEST FOR QUOTATION FORM – CHECKLIST MDSS26-01A &B  
**Include checklist with each proposal being submitted.**

PROPOSAL OF (Legal Name – Section 11) \_\_\_\_\_

Enclosed (Only indicate N/A if not applicable – Failure to include required information or follow checklist may result in proposal being rejected):

- Bidder provides detailed information required by Tender Yes\_\_\_
- Dated, signed and sealed by an authorized signing authority Yes\_\_\_
- Verified that Proposal calculation is mathematically correct Yes\_\_\_
- Proof of legal capacity to Contract in N.B.as per Section 11(1)\_ Yes\_\_\_ N/A\_\_\_  
(Only N/A if bidding under non corporate individual legal name)
- Letter of direction and proof of operating name (Section 11(1))\_ Yes\_\_\_ N/A\_\_\_  
(Only N/A if bidding under individual legal name)
- Verified Addenda’s and incorporated into proposal including price Yes\_\_\_ N/A\_\_\_
- Information about Proponent (as per Section 7 and Appendix) Yes\_\_\_
- Proposal name and number on front of envelope Yes\_\_\_
- Proponent name on front of envelope Yes\_\_\_
- Proposal closing date on envelope Yes\_\_\_
- **Two copies of proposal** (One copy unbound) enclosed Yes\_\_\_
- **Manufacturer’s literature and copy of warranty enclosed** Yes\_\_\_
- Request For Quotation – Checklist initialed by individual(s) and included in envelope Yes\_\_\_
- Envelope for each proposal is properly sealed for closure. Yes\_\_\_

Bidder Initial\_\_\_\_\_



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REQUEST FOR QUOTATION FORM – PROPOSAL PRICE AND SIGNING – **MDSS26-01B**  
**Two 2026 3/4 Ton HD 4X4 Heavy Duty Regular Cab, Long Wheelbase, plow compatible Trucks.**

The undersigned bidder has carefully examined the form of the Request For Quotation and the specifications to provide two 3/4 ton trucks as described in the attached specifications and will accept in full payment the following proposal bid, **in accordance with Section 3 (E) – Tender Submission Requirements – Proposal Price. . Bid will be considered separately from bid for the 1/4 ton truck, if submitted.**

Legal Name of Contractor (Section 11): \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
STREET \_\_\_\_\_ CITY/MUNICIPAL DISTRICT \_\_\_\_\_  
PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_  
TELEPHONE NUMBER (        ) \_\_\_\_\_ Email \_\_\_\_\_

**We confirm that we have read, evaluated and considered all addenda issued on the NBON to the date of closing and our proposal, including pricing, is inclusive of any addenda issued.**

**Net Proposal Bid, excluding HST (Figures) \$ \_\_\_\_\_**

Proposal Bid (Net of Trade-In, if any) \_\_\_\_\_ DOLLARS (Written)

And \_\_\_\_\_ CENTS (Written) (Verify above calculation for accuracy)

Delivery Date after Written Order (P.O.) in calendar days: \_\_\_\_\_

**Ensure that the written price and the price in numbers (figures) agree and any changes are corrected by crossing out the item being changed with the changed information entered and initialed by the authorized bidder. Changes not corrected in this matter will cause the bid to be rejected. Bid Prices are before HST. (HST proposed to be included \$ \_\_\_\_\_)**

---

\_\_\_\_\_  
Sign (Bidder Official – Section 5)      Date

\_\_\_\_\_  
Sign (Witness)

\_\_\_\_\_  
Print (Bidder Official)

\_\_\_\_\_  
Print Name (Witness)

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**Appendix Index**

<b>Appendix A – Proposal Submission Documentation</b>	<b>Page 28</b>
<b>Appendix B – Specifications ((One -2026 1/4-Ton WD Access Cab Truck (MDSS26-01A)</b>	<b>Page 29-34</b>
<b>Appendix C – Specifications (Two -2026 3/4-Ton HD 4X4 Heavy Duty Regular Cab, Long-Wheelbase, Plow Compatible Trucks (MDSS26-01B)</b>	<b>Page 35-41</b>

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**Appendix A-Proposal Submission Documentation**

In addition to information required by Section 7 – Bidders Qualifications/Requirements or other sections of this tender, proponent will include with their submissions the following information:

- Any previous experience providing similar services, on behalf of the Municipal District of St. Stephen, as a contractor, employee or subcontractor. As indicated in Section 7(ii) – Bidder’s Qualifications/Requirements, this information may be considered when evaluating a tender to determine the ability of the proponent to successfully provide the services on a timely basis and to be able to successfully work and interact with Municipal District staff.
- Number of years business has been in operation.
- What jobs will be sub-contracted (if any), and who sub-contractors will be. It is a condition of this tender that all sub-contractors be approved by the Municipal District and have, as a condition of their contract, appropriate Workers Compensation coverage, and liability insurance as required by this Tender for the proponent.
- Any other information which the Bidder feels would assist the Municipal District with its evaluation of the skill, expertise and ability of the Bidder to provide equipment or services or supervise the quality of work performed by subcontractors providing equipment or services.
- Other information as requested in Section 7 – Bidders Qualifications/Requirements or other sections of this tender.

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**Appendix B -SPECIFICATIONS  
MDSS26-01A  
ONE (1) 2026  
1 /4 TON 4WD WITH ACCESS CAB TRUCK**

**Appendix B -Page 1– THIS PAGE MUSTS BE RETURNED WITH THE PROPOSAL**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
Model	1. New, not previously used.	
Type	1. 1/4 Ton HD	
	2. Four (4) Wheel Drive	
	3. Long Wheelbase with minimum 6ft box	
Engine	1. Minimum 2.4lt	
	2. Transmission 8 Speed automatic	
Front Axle	1. Coil Springs	
	2. HD Shocks	

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**Appendix B -SPECIFICATIONS  
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**Appendix B -Page 2– THIS PAGE MUSTS BE RETURNED WITH THE PROPOSAL**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
	3. Automatic front wheel locking hubs	
	_____	
Rear Axle	1. Leaf/Coil Springs	
	_____	
	2. HD Shocks	
	_____	
	3. Automatic LTD slip rear differential	
	_____	
	4. Warranty to cover frame and springs	
	_____	
Battery	1. HD Maintenance Free Type	
	_____	
Alternator	1. HD upgraded alternator	
	_____	
Brakes	1. Power discs front and rear	
	_____	
Steering	1. Power	
	_____	

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**Appendix B -SPECIFICATIONS  
MDSS26-01A  
ONE (1) 2026  
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**Appendix B -Page 3– THIS PAGE MUSTS BE RETURNED WITH THE PROPOSAL**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
-------------	--------------------	----------------

Wheels and Tires

1. Minimum 17 inch and tire LT

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2. 245/70R 17 alloy wheel

---

3. Black mudguards, front recovery hook

---

Accessories

1. HD Cloth and seats

---

2. Dual Sun Visors

---

3. Dual electric horn

---

4. Arm rest both doors

---

5. Full instrument gauges/Power Windows

---

6. Two swing back mirrors

---

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**Appendix B -SPECIFICATIONS  
MDSS26-01A  
ONE (1) 2026  
1 /4 TON 4WD WITH ACCESS CAB TRUCK**

**Appendix B -Page 4– THIS PAGE MUSTS BE RETURNED WITH THE PROPOSAL**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
-------------	--------------------	----------------

7. H D fresh Air Heater/AC

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8. H D two speed wipers with delay

---

9. Antifreeze 40 below test

---

10. Front wheel automatic locking hubs

---

11. H D Heater & Defroster

---

12. Floor mats/ Weather Tech

---

13. Single fuel tank

---

14. Sound insulated cab /Defrost

---

15. Circuit breakers instead of fuses

---

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**Appendix B -SPECIFICATIONS  
MDSS26-01A  
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**Appendix B -Page 5– THIS PAGE MUSTS BE RETURNED WITH THE PROPOSAL**

<b><u>ITEM</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>SPECIFY</u></b>
--------------------	---------------------------	-----------------------

	16. All lights & reflective devices as per Federal Safety Standards	
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	17. Undercoated protected Ziebart or equivalent	
--	---	--

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	18. AM/FM radio	
--	-----------------	--

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	19. Front bumper with tow hooks installed	
--	---	--

---

	20. H D cooling system	
--	------------------------	--

---

	21. Paint Colour -White	
--	-------------------------	--

---

	22. Spare tire & rim mounted same type as others	
--	--	--

---

	23. H D rear bumper step & toe/Reese Hitch/Trailer brake controller	
--	---	--

---

	24. All tools, services, maintenance and operators' manuals supplied	
--	--	--

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**Appendix B -SPECIFICATIONS  
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**Appendix B -Page 6– THIS PAGE MUSTS BE RETURNED WITH THE PROPOSAL**

<b><u>ITEM</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>SPECIFY</u></b>
	25. 6500lbs(2948kg) towing capacity	
	26. Minimum 1230lbs(558kg) pay load	
Box	1. To be minimum of 6ft long wheelbase box/Spray in Liner	
Standard Equip.	1. To include all other items listed as standards on manufacturer’s specifications	

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**Appendix C -SPECIFICATIONS  
MDSS26-01B  
TWO (2) 2026  
3 /4 TON HD 4 X 4 HEAVY DUTY REGULAR CAB, LONG WHEELBASE TRUCKS, PLOWCOMPATIBLE**

**Appendix C -Page 1 – THIS PAGE MUSTS BE RETURNED WITH THE PROPOSAL**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
Model	1. New, not previously used.	
Type	1. 10,000 lb. GVW Min	
	2. 3/4 Ton HD / 1 Ton HD	
	3. Four (4) Wheel Drive	
	4. Long Wheel Base	
Engine	1. 350 CI Min/ 6.6L Min.	
	2. H D Air Filter	
	3. Full flow oil filter	
	4. Oil Cooler	

**Municipal District of St. Stephen  
Request for Quotations  
MDSS26-01  
One -2026 1/4-Ton WD Access Cab Truck  
Two -2026 3/4-Ton HD 4X4 Heavy Duty Regular Cab, Long-Wheelbase, Plow Compatible Trucks**

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**Appendix C -SPECIFICATIONS  
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<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
	5. Block heater installed	
Transmission	1. Automatic H D/ 10 Speed	
	2. H D two speed transfer case	
	3. H D Aux. External Cooler	
	4. Overdrive lockup to be deactivated	
Front Axle	1. 4,500 lb. Capacity axle min	
	2. 4,500lb. Capacity leaf type springs or equivalent min	
	3. H D shocks	
	4. Automatic front wheel locking hubs	

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<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
Rear Axle	1. 7,500 lb. Capacity axle positive traction min <hr/> 2. 7,500 lb. Capacity leaf springs min <hr/> 3. H D Shocks 4. Auxiliary rear springs <hr/> 5. Warranty to cover frame & springs <hr/>	
Battery	1. Dual H D maintenance free type <hr/>	
Alternator	1. H D 130 amps min <hr/>	
Brakes	1. Power disk front & rear <hr/>	

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<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
Steering	1. Power	
Wheels & Tires	1. LT 265/75 R17 Tubeless type, Min	
	2. Tread to be on/off road, 10 Ply	
Accessories	1. H D full foam bench seat adjustable	
	2. H D cloth covering	
	3. Dual sun visors	
	4. Dual electric horns	
	5. Arm rest both doors	
	6. Full instrument gauges/Power Windows	

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<b><u>ITEM</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>SPECIFY</u></b>
	7. Two swing back mirrors/Heated	
	8. H D fresh Air Heater/AC	
	9. H D two speed wipers with delay	
	10. Antifreeze 40 below test	
	11. Front wheel automatic locking hubs	
	12. H D Heater & Defroster	
	13. Floor mats/ Weather Tech	
	14. Single fuel tank	
	15. Sound insulated cab/Heated back Window/Defrost	
	16. Circuit breakers instead of fuses	

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<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
	17. All lights & reflective devises as per Federal Safety Standards	
	18. Undercoated protected Ziebart or equivalent	
	19. Automatic Electric back up alarm	
	20. AM/FM radio	
	21. Front bumper with tow hooks installed	
	22. Pilot light on roof light switch to show on position	
	23. H D cooling system	
	24. Paint Colour -White	
	25. Spare tire & rim mounted same type as others	

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<u>ITEM</u>	<u>DESCRIPTION</u>	<u>SPECIFY</u>
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	26. H D rear bumper step & toe/Reese Hitch	
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	27. All tools, services, maintenance and operators manuals supplied	
<hr/>		

Snow Plow Compatible

	1. Fisher minute mount plow push plates	
<hr/>		

	2. H D 8’6” – 11’ PPMS blade, trip springs, snow foil and cutting edge	
<hr/>		

	3. LED Top light, mounted on back rack	
<hr/>		

Box

	1. To be H D long wheel base box/Back Rack/Tool Box/Spray in Liner	
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Standard Equip.

	1. To include all other items listed as standards on manufacture specifications	
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