

**REQUEST FOR QUOTATION - TOWN OF LUNENBURG**

SUBMITTER'S COMPANY NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

**Terms:**

1. This is a request for a binding quotation only – it is not a Purchase Order or Tender. The Town of Lunenburg (the "Town") may use any quotation it receives for informational purposes only, or it may choose to accept the quotation in which case a binding contract will be formed with the Submitter by issuing a Purchase Order. The Town reserves the right to solicit quotations from other sources at any time including before or after the submission deadline. The Town has no obligation to consider or accept any quotation. The Town reserves the right at any time to accept, ignore or reject any quotation, or use the information contained in any quotation for any purpose whatsoever. The Town reserves the right to negotiate after the submission deadline with any proponent to finalize arrangements in the best interests of the Town.
2. Quotations must be submitted on this form only unless otherwise permitted by the Town.
3. Any suggestions with respect to appropriate equivalents, alternatives or substitutes are welcome. If offering an equivalent, alternative or substitute please ensure the manufacturer's name, contacts and complete technical information is supplied.
4. If a portion of a quotation relates to the provision of labour and/or services, a current WCB clearance letter must be provided with the quotation.
5. The Town is eligible for all Provincial standing order pricing.
6. Quotations may not be withdrawn for sixty (60) days following the submission deadline.
7. If the Town accepts this quotation delivery shall be free on board (F.O.B.) destination and must be made within thirty (30) calendar days of the Town's acceptance of this quotation. Failure to deliver by this deadline may result in cancellation of an order. The Town reserves the right to inspect and reject any material in its sole discretion which may result in cancellation of an order.
8. Please check the Town website [www.townoflunenburg.ca/purchasing.html](http://www.townoflunenburg.ca/purchasing.html) to determine if any addendums have been issued prior to the submission deadline.
9. If further technical information is required please contact Curtis Bell, Procurement Coordinator by email at [purchasing@townoflunenburg.ca](mailto:purchasing@townoflunenburg.ca).
10. Please return your completed quote by **2:00 p.m. AST, March 10, 2025**, the submission deadline, or the Town may in its sole and absolute discretion choose not to consider it. Deliver completed quote to Curtis Bell, Procurement Coordinator, 119 Cumberland Street, Lunenburg, NS B0J2C0 or by email to [purchasing@townoflunenburg.ca](mailto:purchasing@townoflunenburg.ca).

GOODS AND/OR SERVICES DESCRIPTION	TOTAL
<p>The Town of Lunenburg is seeking a standing offer rate for vacuum truck services. These services and any work described in the RFQ are required multiple times in a year and will be used on an as needed basis. Additional information on the services required and the Town's expectations are noted in Schedule "A".</p> <p>Pricing provided below is to be effective from April 1, 2025, to March 31, 2026.</p> <p><b>VAC Truck per hour price (excluding HST).....</b></p> <p><b>HST to be applied to this quote.....</b></p> <p><b>Please attach the following additional information:</b></p> <p><input type="checkbox"/> Two relevant work references and contact phone numbers.</p> <p><input type="checkbox"/> Description of relevant safety training and work experience including certification.</p> <p><input type="checkbox"/> Proof of current WCB coverage.</p> <p><input type="checkbox"/> Certificate of Insurance for \$2.0 million General Commercial Liability Insurance.</p> <p><input type="checkbox"/> Proof of current Construction Safety Nova Scotia Association Certificate of Recognition (COR) Certification, or equivalent.</p>	<p>\$ _____</p> <p>\$ _____</p>

\_\_\_\_\_  
Authorized Signature Print Name

\_\_\_\_\_  
Telephone Number Facsimile Number Email Address

**TOWN OF LUNENBURG**  
**Vacuum Truck Services – Schedule “A”**

The Town of Lunenburg requires pricing for vacuum truck services to carry out cleaning of all the Town's catch basins (approximately 400), wet wells, and lift stations on an as needed basis. The successful bidder should provide their own spotter for the work as the Town will not be responsible to provide an employee to be a spotter for the successful bidder.

All work will be directed by Town staff and a report of all work done will be provided after any job is complete.

Before and after cleaning pictures may be required for specific jobs.

Please note any additional costs that may be associated with any of the described work.