

MEMO

DATE: September 1st, 2026 PAGES: 7
FROM: Shawn Bromley, Director of Public Works
TO: Area Suppliers
RE: Municipality of Huron East Half-Ton Extended Cab Pick Up Truck

Half-Ton Extended Cab Pick Up Truck

NO. HE-05-2026

Proposal Number: HE-05-2026

Sealed Proposals Will Be Received: Tuesday, September 15, 2026

by
The Director of Public Works
Municipality of Huron East
PO Box 610, 72 Main Street South
Seaforth, Ontario N0K 1W0
Telephone: 519-527-1710
Toll Free: 1-888-868-7513
Fax: 519-527-2561

Proposal Closing Time: 12:00 Noon

Proposal Purpose: Half-Ton Extended Cab Pick Up Truck

One (1) 4 X 4 Half Ton Extended Cab Pick Up Truck
2027 Model Year

If you have any questions, please contact us at 519-527-0160 or toll-free at 1-888-868-7513.

Information To Bidders

1. Date And Place For Receiving Tenders

Tenders will be received by:

Shawn Bromley, Director of Public Works
Municipality of Huron East
72 Main Street South, PO Box 610
Seaforth, Ontario N0K 1W0

Until:

12:00 p.m. local time, Tuesday, September 15, 2026

For:

To Supply and Deliver
One (1) Current Model Year 4x4 Half Ton Extended Cab Pickup Truck

2. Submission Of Tender

Tenders shall be submitted on the forms provided and delivered in an opaque sealed envelope, clearly marked:

“Tender to Supply and Deliver One 2027 Model Year 4x4 Half Ton Extended Cab Pickup Truck: HE-05-2026”

Each bid shall contain the full name of the proponent and be duly signed by a person with authority to bind the corporation.

The proponents shall submit with the tender document a description of literature and detailed technical specifications of the equipment being tendered.

Proponents shall sign and date all addenda and attach copies to the submitted tender.

Tenders arriving after the stated closing time will not be considered.

3. Clarification

Should a bidder find discrepancies in or omissions from the tender documents, or should there be any doubt as to their meaning, please direct all inquiries or questions to:

Shawn Bromley, Director of Public Works
Telephone: (519) 527-0160 ext. 32
Fax: (519) 527-2561
E-mail: dpw@huroneast.com

Should a correction, explanation, or interpretation be necessary or desirable, a written addendum will be issued to all bidders. Addenda, issued during the bidding period, are part of these tender documents.

4. Withdrawal Or Qualifying Of Tenders

A bidder, who has already submitted a tender, may submit a further tender at any time up to the official closing time. The last tender received shall supersede and invalidate all tenders previously submitted by that bidder for this contract.

A bidder may withdraw their tender at any time up to the official closing time by submitting a letter bearing the signature and seal as in the original tender submitted to The Municipality of Huron East. No emails, telegrams, facsimile or telephone calls will be considered. After the official closing time for receiving of tenders, all tenders received shall be irrevocable.

5. Basis For Rejection Of Tender(s)

Tenders may be rejected for one or more of the following reasons:

- a) Bids arriving after the closing time and date as specified in this document
- b) Bids received in a form other than the tender form supplied
- c) Bids not completed in ink or by type
- d) Bids containing any other form of alteration, including but not limited to include strikeout, whiteout, etc.
- e) Qualified or conditional bids
- f) Bids not properly signed and sealed

6. Reservations

The Municipality reserves the right to reject any or all tenders. The lowest or any tender will not necessarily be awarded.

7. Binding Agreement

All tenders shall be final and binding on the proponent for a period of sixty (60) days from the closing date and time and may not be altered by any subsequent offerings, discussions, or commitments unless the proponent is requested to do so by the Municipality.

8. Prices And Budgets

Should it be determined that the changes in the scope of the contract are of sufficient magnitude, the Municipality shall cancel the quotation process, and then at its discretion commence a new process in order to complete the project within the budget available.

The Municipality will not be held responsible for any cost incurred by any bidder associated with preparing or submitting a quotation for this project, should the quotation be rejected or the process cancelled.

9. Failure To Perform

If the supplier fails to deliver the truck within the time stated in the tender, the Municipality of Huron East may cancel the order upon twenty-four (24) hours written notice.

The Municipality shall have the full right and power at its discretion, without process of action at law, to re-let the same to any other person, persons, or Company.

General Conditions

1. Scope Of Work

The Public Works Department is seeking to purchase one current model year 4x4 half-ton extended cab pickup truck.

2. Vehicle Compliance

The proponent shall comply with the Ontario Motor Vehicle Industry Council, which licenses and regulates motor dealers in Ontario, and registration is mandatory for Ontario motor vehicle dealers. The unit must also comply with the Canadian Motor Vehicle Safety Standards and the Ministry of Labour Regulations. The proponent must also comply with the Motor Vehicle Act regulations, and the unit must be safety-inspected with proper certification documents upon delivery. The equipment furnished shall also conform to ANSI Safety Standards where applicable.

3. Authorized Warranty Repair

Bidders must submit with their tenders after-sales service and parts support capability. Service must be available to provide repairs with minimum downtime.

Operating, Parts & Maintenance Manuals shall be provided with the equipment.

4. Operational Training Demonstration

If requested, tenderers shall provide an operational demonstration of the equipment tendered at no cost to the Municipality.

5. Selection Of Equipment

While the purpose of the specifications is to indicate certain minimum requirements in the way of capacity, strength, construction and other details, their use is not intended to restrict the Municipality in the selection of equipment, which may be considered most suitable for the service involved. In other words, even though Tenders are received based on furnishing equipment which may meet the minimum requirements indicated, it is not intended that this alone shall limit the award but that other factors shall be considered together with any experience the Municipality may or may not have had with the unit being proposed.

6. Buy Ontario Act Compliance

The Municipality of Huron East shall conduct this procurement in accordance with the Buy Ontario Act (Public Sector Procurement), 2025, and the Municipal Buy Ontario Procurement Directive, as amended from time to time.

Where applicable, the Municipality will prioritize the acquisition of qualifying Made-in-Ontario fleet vehicles in accordance with the Directive. If a Made-in-Ontario vehicle is not available or is determined by the Municipality to be operationally unfeasible, the Municipality may consider vehicles from Ontario Vehicle Producers, followed by other compliant alternatives in accordance with the requirements of the Directive.

The Municipality reserves the sole discretion to determine availability and operational feasibility based upon tender specifications, service requirements, delivery schedules, lifecycle considerations, budget constraints, and other factors relevant to the Municipality's operations.

Information regarding the Municipal Buy Ontario Procurement Directive can be found at:

<https://www.ontario.ca/page/municipal-buy-ontario-procurement-directive>

In addition to compliance with the technical specifications contained herein, submissions will be evaluated in accordance with the Municipal Buy Ontario Procurement Directive. The Municipality may award the contract to a compliant vehicle that best meets the requirements of the Directive and the Municipality's operational needs. The lowest-priced tender will not necessarily be accepted.

Form Of Tender

All equipment furnished shall be new manufacturer's current production model and shall conform to the current Province of Ontario safety standards.

Bidders shall clearly identify in their submission, as part of Schedule A:

1. Vehicle make, model, model year, and gross vehicle weight rating;
2. The final assembly/manufacturing location;
3. Whether the proposed vehicle is a made-in-Ontario fleet vehicle;
4. If not manufactured in Ontario, whether the original equipment manufacturer operates in Ontario; and
5. Any information necessary for the Municipality to assess operational feasibility and compliance with the Municipal Buy Ontario Procurement Directive.

The following are minimum requirements to supply and deliver one 2027 model year 4x4 half-ton extended cab pickup truck.

Any deviations from these specifications, which, in the opinion of the Municipality, do not affect the overall requirements of the unit, may be considered. Please provide the requirement information available in tendered vehicle, and if not, please provide information on what is included in the tender price.

Company Name: _____

ITEM	REQUIREMENTS	BIDDER'S ACTUAL SPECIFICATION (Please state)
Requirements		
Make Model Year	2027	
Motor – No. of Cylinders	V8 E.F.I. Gasoline	
Cab:		
Type	Extended cab 4 WD – ½ ton pick-up	
Cushion Type Seat	Cloth (dark colour) 40/20/40 Bench Seat Center fold down armrest with storage.	
Box:		
Type	Fleetside	
Length	Specify up to 7' max	
Colour	Red	
Accessories:		
Power Steering	Yes	
Rear Bumper	Yes	
Front Tow Hooks	Yes	
Inside Ceiling Cab Light	Yes	
Radio AM/FM	Yes	
Power Windows	Yes	
Air Conditioning	Yes	
Floor Trim	Rubber/Vinyl	
Heavy Duty Towing package c/w 4 and 7 pin wiring harness	Yes	
4 Manufactured Mud Flaps	Yes	
Spray on Bedliner	Yes	
Black Running Boards/steps	Yes	
Bluetooth integrated voice command	Yes	
Keys 2 sets Remote Keyless entry	Yes with Remote Start feature.	
Side Mount Truck Box	Yes	
Back Rack	Safety rack.	
Whelen-Responder R1LP	Yes; amber lightbar mounted to back rack and operated by dash auxiliary switch	
Electrical System		
Alternator Capacity	150 Amp or higher	
Battery Capacity	700 CCA hour or better	
Permanent Type Anti-Freeze - 40 below	Specify	
Brakes	ABS Power Disc Brakes	
Tires: Minimum size 17"	All-season Radial Specify:	
Spare Rim and Tire	Required; full size	

Company Name: _____

ITEM	REQUIREMENTS	BIDDERS ACTUAL SPECIFICATION (Please state)
Continued:		
Chassis:		
Transmission Automatic H.D.	With external cooler	
Wheel base	Specify:	
Gross Vehicle Weight (G.V.W.)	Specify:	
Differential	Locking	
Axle Ratio	Specify:	
Springs:		
Front	3000 lb min.	
Rear – Heavy Duty	3500 lb min (H.D.)	
Shocks – Front and Rear	Heavy Duty Type	
Suspension - Front	Stabilizer Bars	
Warranty	Specify: Length, Coverage	
DELIVERY DATE	Specify	

Schedule A – Buy Ontario Fleet Vehicle Declaration

Proposed Vehicle Make: _____

Proposed Vehicle Model: _____

Model Year: _____

Assembly Plant Location (City/Province/State): _____

VIN Identification Information (where known): _____

Please indicate the category applicable to the proposed vehicle:

- ☐ Made-in-Ontario Vehicle
- ☐ Vehicle from an Ontario Vehicle Producer
- ☐ Other Vehicle

The undersigned certifies that the information provided above is accurate and complete to the best of their knowledge.

Signature: _____

Date: _____

The undersigned Tenderer has carefully examined the Tender document and will furnish all materials called for by the Tender documents in the manner prescribed therein, for the cost as submitted in the Bid Price. The undersigned bidder also understands and agrees as follows:

6. This Tender is irrevocable and open for acceptance for a period of sixty (60) days from the date of the closing of the Tender.
7. That no person, firm or corporation other than the Tenderer has any interest in this Tender.
8. That this Tender is made by the Tenderer without any connection, knowledge, comparison of figures or arrangement with any other person or person submitting a Tender for the same and is in all respects fair and without collusion or fraud.
9. **The Municipality may elect to purchase one truck as tendered if budget permits and with council approval.**
10. The Municipality reserves the right to reject any or all tenders. The lowest or any tender will not necessarily be awarded.

One (1) Four Wheel Drive Extended Cab Half Ton Pick Up Truck

Total Sale Price Outright for <u>One Pick Up</u>	\$ _____
Air Conditioning Tax	\$ _____
13% H.S.T.	\$ _____
Licence Fee Transfer	\$ _____
TOTAL TENDER PRICE	\$ _____

OR

State delivery Date: _____

Company: _____

Per: _____

Signature: _____

Address: _____

Telephone: _____ Email: _____

Dated at _____, Ontario this _____ day of _____, 2026.