

Invitation to Tender for Snow Clearing

November 30, 2018 through April 30, 2019

Tender Closing: 4:00 p.m. November 13, 2018.

Submit Tenders via email: townofituna@sasktel.net Or Mail: Town of Ituna, Box 530, Ituna, SK, S0A 1N0

Intent

This invitation to Tender is intended to supply Snow Clearing services for the Town of Ituna. The snow clearing will be on 'an when required basis'. The Contractor will remove snow from Town streets and business alleys following the accumulation of 5+ cm (2") of snow after the end of each snowfall, or as required in case of an emergency.

The lowest Tender may not necessarily be accepted and the Town of Ituna reserves the right to cancel the Tender call.

The Town of Ituna shall be entitled, but not obligated, to terminate the contract awarded to a successful bidder, if, in the absolute discretion of the Town of Ituna, any of the following infractions shall occur:

- 1) Poor performance in snow removal,
- 2) Damage to or at the site which the successful bidder shall fail to remedy within 5 days of receiving written notice from the Town of Ituna of the requirement to remedy such damage,
- 3) Failure to respond to normal requests for emergencies for snow removal,
- 4) Failure to meet any of the obligations of a successful bidder as required by this request for Tenders or
- 5) Circumstances that make the service unneeded.

Payment of the contract price shall be made in by the 15th of each month, December through May. Each invoice MUST include a detailed LOG of work completed for the Month the invoice is dated prior to payment being issued.

Successful Bidder Responsibilities

- 1) Be responsible for snow removal as required,
- 2) The term of the contract shall be for a period commencing 30 November 2018 up to and including 30 April 2019,
- 3) Adhere to all standards covered by the OH & S guidelines at all times throughout the term,
- 4) Record all activities for which the successful bidder has been awarded a contract on Log Sheets for:
 - a. Snow removal (Date and Time)
 - b. Concerns or calls from Town of Ituna
 - c. Damage to PropertyLog sheets must be submitted with all invoices before any payment is awarded.
- 5) Review the site with the grounds coordinator or designate, for damage prior to the beginning of snow removal operations. Successful bidders shall be held responsible for any damage that occurs at the site due to snow removal operations
- 6) Prior to submitting its bid, bidders may contact the Administrator or designate regarding any concerns pertaining to snow removal or the area in which the successful bidder will be required to stock pile snow.
- 7) Bidders shall provide a copy of current Insurance and Workplace Health, Safety and Compensation Commission Letter of Good Standing with Tender.
- 8) Bidder shall provide a list of contact numbers and the names of other operators.
- 9) Bidder shall provide all necessary equipment required to complete the work as tendered.