

North Grenville Fire Service Request for Tender/Quotation

Refurbishment of 2007 E-One Cyclone Heavy Rescue Vehicle

Request for Tender/Quotation

Heavy Rescue Refurbishment

Vendor: Address: Telephone: Attn: Email:	Request for Tender/Quotation No:
	NGFS2025-02
	Return to:
	Municipality of North Grenville Tender Opening Location: 259 County Rd. #44, PO Box 130 Kemptville, ON K0G 1J0

Buyers Name:	Buyers Phone #	FOB
Municipality of North Grenville	613-258-9569 x203	Destination
Cc: Deputy Fire Chief, Cale Rowan		
Payment Terms	Date Issued	
30 days	October 10, 2025	
Freight Terms	Tender/Quote VIA	Confirm to/Telephone
N/A	Sealed Quote	613-258-9569
Closing Date/Time	Quote Effective Date	
Friday October 31, 2025 @ 2:00pm	60 Days	

Description:

The North Grenville Fire Service, on behalf of the Municipality of North Grenville, is seeking quotations from qualified vendors for the refurbishment of one (1) 2007 E-One Cyclone Heavy Rescue vehicle. This project includes all mechanical, electrical, lighting, structural, and body upgrades as detailed in the attached specification (Appendix "A").

The total quoted price must include all, labour, materials, service, freight, and any preparatory or completion costs required to deliver the refurbished vehicle in fully operational condition. All work must comply with applicable Ontario legislation and recognized standards, including but not limited to:

- National Fire Protection Association (NFPA) standards applicable to fire apparatus refurbishment, inspection, and lighting systems, including NFPA 1901 (Standard for Automotive Fire Apparatus) and NFPA 1911 (Inspection, Maintenance, and Testing of In-Service Fire Apparatus).
- Ontario Occupational Health and Safety Act and related regulations.
- Canadian Standards Association (CSA) and Underwriters Laboratories of Canada (ULC) certification standards for all electrical and lighting systems.

- Ministry of Transportation Ontario (MTO) requirements for commercial vehicle compliance.

Any interested bidder must arrange to view the vehicle during the weeks of October 20-24 and 27-31, 2025. Viewings must be scheduled in advance by contacting **epsadmin@northgrenville.on.ca**.

Quotations must be submitted using the forms provided and shall be accompanied by a completed copy of the Specifications and Confirmation (Appendix "A"). The following requirements apply:

- **Warranty:** All warranties on services and installed components must be detailed in writing, including duration, coverage, and exclusions. Warranties are subject to review and approval by the Municipality prior to award.
- **Certified Emergency Vehicle Technicians (EVTs):** Proof of certification for a minimum of two EVT's must be included within the bid submission. Certifications must be valid in Ontario at the time of submission.
- **Body, Electrical, and Mechanical Work:** Bidders must clearly identify which subcontractor(s) or in-house personnel will perform body work, electrical work, mechanical work, and painting. Qualifications and certifications of all subcontractors must be included. The Municipality reserves the right to approve or reject any proposed subcontractor.
- **Colour Scheme:** Final paint colour and decal/graphics scheme must be approved by the North Grenville Fire Service. Details will be provided during the mandatory on-site pre-bid inspection.
- **Inspections and Testing:** All inspections and system testing must meet Ontario and applicable NFPA, CSA, and ULC requirements. Written inspection and testing reports must be submitted to NGFS upon completion.
- **Compliance Documentation:** Bidders must provide documentation demonstrating compliance with all relevant NFPA, CSA, MTO, and provincial standards referenced in this document.

The Municipality reserves the right to reject any quotation that is incomplete, includes a "No" response, or fails to meet minimum specification standards. The unit must be complete and fully operational upon delivery. Any work or equipment not specifically listed but required for proper function shall be deemed included in the scope of work.

Consideration will be given to price, warranty, vendor experience, local service availability, subcontractor qualifications, and proximity to North Grenville.

Instructions for Tenders/Quotations

- i. Request for Tender are to be submitted both by email and hard copy. Due to the ongoing postal strike, hard copies shall be sent by courier. It is anticipated that courier services may experience delays during this period; therefore, applicants may provide a tracking number confirming that the package was shipped on or before the closing date of this RFQ.
- ii. Carefully read all terms and conditions printed below, plus any supplementary terms and conditions which may be attached.
- iii. A completed Quotation/Tender must be received at the designated location prior to closing date and time to be considered valid.
- iv. Late Tender submissions will be returned unopened.
- v. The successful bidder will be notified by the Municipality of North Grenville by means of a purchase order or other agreement applicable to the requirements being tendered.
- vi. If you do not wish to bid on this tender, please complete and return the "Notice of No Bid".
- vii. In addition to completing the attached forms, a detailed dealer specification form shall be attached itemizing detailed equipment and options being bid. Dealer package options must clearly identify inclusions and/or exclusions to the standards option list.

General Terms and Conditions

1. Validity of Quotation/Tender

To be considered valid, this Quotation/Tender must be completed, legible and signed (in ink) and be submitted on the forms provided. If lengthy description is necessary, attach separate sheet(s) which will be considered part of the Quotation/Tender. Any attachments must be listed on the main Quotation/Tender document. Any erasure, overwriting or strikeovers must be initialled by the person signing for the bid.

Digital (email) submissions must contain a scanned or digital signature and be in PDF format. The Municipality reserves the right to request original signatures before award.

2. Acceptance, Revocation and Rejection of Quotation or Tender

The Bidder agrees that the bid is a firm bid to supply requirements specified in this document at the quoted process, and on the terms and conditions herein contained, which offer may be accepted by the Municipality of North Grenville or its designated officials in whole or in part, as specified. Late Quotations/Tenders will be rejected and returned unopened. Should a

Bidder wish to alter after the bid, amendments will be accepted until the designated time of bid closure.

3. Alternatives

Brands are to be as specified or an equivalent approved by the Municipality of North Grenville. When submitting bids on alternatives, supporting literature should accompany your submission wherever possible.

4. The Lowest or any Quotation/Tender not necessarily accepted

- 4.(a) The Municipality of North Grenville may, in its sole discretion, reject or retain for its consideration bids which are non-conforming because they do not contain the content of form required by this Tender or fail to comply with the submission process as set out in this Tender. If the Municipality of North Grenville, in its sole discretion, deems any items bid to be unbalanced, the bid may be deemed informal and rejected.

The Municipality of North Grenville reserves the right to award by item, or any part thereof, groups of items, or any parts thereof, or all items, and to award contracts to one or more bidders. The Municipality of North Grenville further reserves the right to reject any and all bids in whole or in part and to waive any technical defects, irregularities and omissions if, in so doing, the best interests of the Municipality of North Grenville will be served.

- 4.(b) The Municipality of North Grenville reserves the right to consider, during the evaluation of Quotation/ Tenders:
- i. information provided in the Quotation/Tender document itself;
 - ii. information provided in response to enquiries of credit and industry references set out in the Quotation/Tender;
 - iii. information received in response to enquiries made by the Municipality of North Grenville of third parties apart from those disclosed in the Quotation/Tender in relation to the reputation, reliability, experience, and capabilities of the Bidder;
 - iv. the manner in which the Bidder provides services to others;
 - v. the experience and qualifications of the Bidder's senior management, and project management;
 - vi. the compliance of the Bidder with the Municipality of North Grenville requirements and specifications; and
 - vii. innovative approaches proposed by the Bidder in the Quotation/Tender.

- 4.(c) The Bidder acknowledges that the Municipality of North Grenville may rely upon the criteria which the Municipality of North Grenville deems relevant, even though such criteria may not have been disclosed to the Bidder. By submitting a Quotation/Tender, the Bidder acknowledges the Municipality's rights under this Section and absolutely waives any right, or cause of action against the Municipality of North Grenville and its consultants, by reason of the Municipality's failure to accept the Quotation/Tender submitted by the Bidder, whether such right or cause of action arises in contract, negligence, or otherwise.

5. Price

Prices quoted by the Bidder shall include packing, packaging, delivery, unloading and installation charges, where applicable, unless otherwise specified in the Quotation/Tender and shall remain unchanged during the period stipulated in the Quotation/Tender. Prices must include all labour, materials, subcontracted work, shop supplies, and overhead required to complete the refurbishment services as described in Appendix A.

6. Packaging

All goods shall be packaged in standard commercial packages and/or cartons unless otherwise specified and shall be accompanied by a packing slip. All shipping containers shall carry the names of the item, size or weight, quantity, the name of the vendor, purchase offer number, tagging and shipping instructions specified.

7. Harmonized Sales Tax

Bidders must include the Harmonized Sales Tax (HST) in their bid.

8. Unit Price

All unit prices must be clearly indicated and must be extended and totalled. In the event of any conflict between unit prices and the total sum, the unit prices will be used in evaluating the bid.

9. Cash Discounts

Cash discounts offered for expeditious payment of invoices, if applicable, shall be quoted separately and the time will be measured from the date of which the goods and services are delivered, whichever is the later date.

10. Electrical Equipment

All electrically operated equipment quoted or tendered must be CSA and/or Ontario Hydro approved and bear the appropriate certification label. All installed lighting and electrical components must comply with CSA or ULC certification standards, where applicable.

11. Legal Responsible

The Bidder shall indemnify and save harmless the Corporation of the Municipality of North Grenville against all claims, actions, suits and proceeding for the infringement of any patent based upon the use of any inventions protected by such patent or for royalties or other payments which may be payable in conjunction with carrying out the work and in respect of the use of disposal by the Municipality of North Grenville or articles and supplies, furnished pursuant to a contract.

All contractors, subcontractors and suppliers to the Municipality of North Grenville shall comply with all legislation and regulations which may be applicable to this Quotation/Tender.

All work must be carried out in accordance with applicable legislation and recognized standards, including but not limited to National Fire Protection Association (NFPA) standards, Underwriters Laboratories of Canada (ULC) requirements, and all relevant federal and provincial legislation and regulations.

12. Delivery Conditions

Unless otherwise stated in the Request for Quotation/Tender, all work and services must be completed at the contractor's facility within a 100 km radius of the Municipality of North Grenville to allow for regular site visits and progress inspections. The refurbished vehicle must be delivered to the North Grenville Fire Service in good working order, free of defects, and fully compliant with all specifications outlined in this document.

The successful bidder shall ensure strict adherence to the agreed-upon project timeline. The preferred delivery and in-service date for the completed unit is no later than March 31, 2026. Any anticipated delays must be communicated in writing to the Deputy Chief as soon as they become known. All transportation, pickup, and delivery costs are to be included in the quoted price unless otherwise specified.

13. Quality Control

Authorized representatives of the Municipality of North Grenville shall during normal working hours, have access to the Bidders plant and premises where any part of the work is being carried out.

The Bidder shall provide assistance, test pieces and samples to carry out any requested inspections and/or appropriate tests of goods or materials.

Representative samples of the goods delivered shall be inspected by the consignee. In the event that the goods supplied do not conform to specifications, they shall be rejected and returned to the bidder, at the bidder's expense.

If latent defects are discovered after the goods have been accepted, such goods will then be rejected, and the Bidder shall replace the defective goods at the Bidder's expense. Rejected goods will be returned to the Bidder, transportation charges 'collect.' The Bidder shall replace rejected goods within a reasonable period not usually exceeding fifteen (15) working days.

14. Supplementary Terms and Conditions

Any articles hereinafter have been numbered as supplementary to the respective articles of the general policies.

These supplementary policies, where used, govern over the general policies.

Supplementary policies attached.

NOTICE OF NO BID

Quotation No: NGFS2025-02

NOTE: Receipt of this completed form will assist us in calling for future bids. Please complete and submit this form prior to the closing date and time as shown on the Request for Quotation/Tender Form.

A Quotation/Tender is not being submitted for the following reason(s):

<input type="checkbox"/>	We do not manufacture/supply the required goods or services	<input type="checkbox"/>	We are unable to competitively quote/tender at this time
<input type="checkbox"/>	We do not manufacture/supply to stated specifications	<input type="checkbox"/>	Cannot meet delivery requirements
<input type="checkbox"/>	Specifications are not sufficiently defined	<input type="checkbox"/>	We do not have facilities to handle this requirement
<input type="checkbox"/>	Insufficient information to prepare quotation/tender	<input type="checkbox"/>	Cannot quote/tender a firm price at this time
<input type="checkbox"/>	Quantity too small	<input type="checkbox"/>	Insufficient time to prepare quotation/tender
<input type="checkbox"/>	Quantity too large	<input type="checkbox"/>	Licensing restrictions (please explain)
<input type="checkbox"/>	Quantity beyond our production capacity	<input type="checkbox"/>	Agreements with distributors and/or dealers do not permit us to sell directly
<input type="checkbox"/>	Cannot meet packaging requirements	<input type="checkbox"/>	Cannot obtain raw materials in time to meet delivery requirements
<input type="checkbox"/>	Cannot handle due to present plant loading	<input type="checkbox"/>	Other reasons or additional comments (please explain below)

Comments:

I/We wish to quote/tender on similar good/services in future <input type="checkbox"/> Yes <input type="checkbox"/> No	Authorized Company Official – Signature and Title	Date:
	Firm Name	
	Address	
	City	
	Province	Postal Code

SCHEDULE “A” Scope of Work: Heavy Rescue Refurbishment

The Municipality of North Grenville - Fire Service (NGFS) is seeking qualified vendors to refurbish a 2007 E-One Cyclone Heavy Rescue vehicle. The successful proponent will be responsible for coordinating all work as a general contractor and must meet the following requirements and specifications:

General Requirements	CONFIRMATION
Facility must be within 100 km of the Municipality of North Grenville to allow for inspections and oversight.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Must have certified Emergency Vehicle Technicians (EVTs) on staff (minimum two), with proof of certification provided with bid.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Must have in-house metal fabrication capabilities with at least one qualified welder. Documentation of qualifications must be included with the bid submission.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
All work must comply with the most current and applicable legislation and recognized standards, including, but not limited to, NFPA 1901, NFPA 1911, Ontario OHSA, CSA/ULC standards, and MTO requirements.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Must provide a written warranty on all services performed and parts installed. Warranty terms, coverage, and exclusions must be submitted with the bid.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Must act as general contractor, sourcing and coordinating all subcontracted work (body, paint, electrical, mechanical, etc.). Bidder must identify each subcontractor and provide qualifications/certifications.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Bidders are required to attend an on-site inspection of the vehicle and meet with NGFS staff prior to bid submission.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
All work must be completed, and the vehicle returned no later than March 31, 2026.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Lighting Upgrades	CONFIRMATION
Replace all existing 120V generator-fed scene lighting with modern LED scene lighting, compliant with CSA/ULC standards.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Upgrade all amber emergency lights to red and blue Whelen-brand LED emergency lighting, compliant with Ontario HTA regulations and NFPA standards.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:

Cosmetic, Structural Repairs and Safety Equipment Upgrades	CONFIRMATION
Repair all corroded, dented, or damaged areas of the apparatus body, as identified by NGFS.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Paint entire vehicle to match NGFS fleet scheme. Final colour approval required by NGFS prior to paint application.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Install approved municipal fleet graphics and department logos	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Install a mobile apparatus radio, provided by the North Grenville Fire Service (NGFS). The vendor shall be responsible for securely mounting, wiring, and integrating the radio into the vehicle's electrical system in accordance with manufacturer specifications and applicable standards.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Install a rear-view backup camera system with in-cab monitor. The system must comply with applicable CSA/MTO vehicle safety standards and be positioned to maximize rear visibility for driver safety.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Inspection and Testing	CONFIRMATION
Conduct a complete mechanical and electrical inspection of the apparatus in accordance with applicable NFPA and CSA emergency vehicle inspection standards. Inspection must include all emergency vehicle components (e.g., lighting, braking, hydraulic, and safety systems). A written inspection report shall be provided to NGFS	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Inspect on-board air cascade fill station for compliance with CSA standards. Provide a written report and recommendations if updates are required.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:
Perform a complete service of the onboard hydraulic generator, including fluid and filter changes, and a system performance test. Provide written service record.	YES: <input type="checkbox"/> NO: <input type="checkbox"/> SPECIFY:

Schedule “B” – Vehicle Photographs

The following photograph is provided for reference purposes only to illustrate the current condition of the 2007 E-One Cyclone Heavy Rescue vehicle. This image is not intended to replace bidder inspections. It is the responsibility of the bidder to arrange an in-person inspection (see Description section) prior to submission of a quotation.

