



Thunder Bay District  
**Health Unit**

**SALE – SURPLUS USED VEHICLE BY SEALED BID  
of the Thunder Bay District Health Unit  
Sale #001 – 2011**

**INFORMATION TO BIDDERS**

**BIDDERS ARE INFORMED THAT THE FOLLOWING CONDITIONS OF SALE WILL APPLY:**

1. Sale will be without warranty, on an “As-Is ----Where-Is” basis;
2. At no time shall any claim be allowed against the Thunder Bay District Health Unit (TBDHU) with respect to any material or equipment;
3. The successful bidder will be required to pay to the TBDHU the bid price;
4. Within five (5) working days after the notification of award, the successful bidder must pay in full (via item #5). Failing to complete payment within the five (5) working days, the TBDHU will consider the bid in question to be void;
5. Certified cheques, money orders or bank drafts are acceptable and must be made payable to the “Thunder Bay District Health Unit”;
6. The successful bidder will remove item at the bidder’s expense no later than fifteen (15) days after notification of award AND payment is cleared by the TBDHU;
7. All offers **must be** submitted on the forms provided in a **sealed** envelope and properly labeled; A submission label is provided later in this package that can be used.
8. The highest or any offer not necessarily accepted. The TBDHU reserves the right to withdraw the item during the course of this sale. The TBDHU shall have the sole discretion to award this sale in whole or in part;
9. Employees of the TBDHU shall not be eligible to purchase either directly or assisted by third parties;
10. Offers will be received at:

Thunder Bay District Health Unit  
Finance Department; c/o Main Reception Desk  
999 Balmoral St.  
Thunder Bay, ON P7B 6E7  
ATTN: Georgina Daniels, C.A., Manager of Finance

**INFORMATION RE: SURPLUS TBDHU USED VEHICLE**

Details include:

- Ford E 350 Diesel
- Model Year: 1998
- Ambulance Conversion
- Two Tone grey in colour
- Approximately 230,000 kilometers

**VIEWING**

Viewing of the TBDHU owned vehicle will be available until **Friday, April 15, 2011**, at 999 Balmoral Street, Thunder Bay, ON, P7B 6E7 between the hours of 10:00 a.m. and 3:00 p.m., and by contacting Robert Hookham, Coordinator – Facilities and Fleet at (807) 625-8383.

**QUESTIONS/INQUIRIES**

Communications concerning this Sale are to be directed to:

GEORGINA DANIELS, C.A., Manager of Finance  
Phone: (807) 625-8349  
Fax: (807) 625-4827  
E-mail: georgina.daniels@tbdhu.com

Directing inquiries to other than the Manager of Finance or designate may result in your proposal being rejected.

All clarification requests are to be sent, in writing, to the individual mentioned in this section by 4:00 p.m., Friday, April 15, 2011.

**CLOSING TIME AND DATE:**

**Not later than:**

**4:00 p.m., Local Time**

**Thursday, APRIL 21, 2011**

LATE BIDS WILL NOT BE ACCEPTED

FACSIMILE, E-MAIL OR TELEPHONE BIDS WILL NOT BE ACCEPTED

**PERIOD OF ACCEPTANCE:**

The terms and conditions of the bid offer shall remain firm and open for acceptance by the TBDHU for a period of ninety (90) days.

**RIGHTS RESERVED BY THE THUNDER BAY DISTRICT HEALTH UNIT:**

1. The TBDHU is not liable for any costs incurred by interested parties in the preparation of their responses to this request or subsequent interview. Furthermore, the TBDHU shall not be responsible for any liabilities, cost, express, loss or damage incurred, sustained or suffered by any interested party, prior or subsequent to, or by reason of the acceptance, or non-acceptance by the TBDHU of any response, or by reason of any delay in the acceptance of the response.
2. All information provided by a proponent in response to this Sale must contain sufficient detail to support the services being proposed. Incomplete proposals will not be considered.
3. The TBDHU reserves the right to request proponents to:
  - Provide additional information.

**TREATMENT OF INFORMATION:**

All sale documents are the property of the TBDHU. The bids will be considered confidential during the evaluation process but are subject to access requests under the Municipal Freedom of Information and Protection of Privacy Act. Extracts of bids and the costs of their solutions may be used as part of a public document.

Bidders must indicate in the submission which parts of their proposal, if any, are exempt from disclosure.

**EVALUATION PROCESS:**

The TBDHU reserves the right to select the bid that best suits the goals of the Owner, or not to select any of the bids submitted.

This page must be fully completed and included as part of your submission

**SUBMISSION FORM – TBDHU USED VEHICLE**

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Print Name

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Mailing Address

---

City

Postal Code

---

Phone Number

Fax Number

---

Cellular Number

E-Mail Address

---

Signature of Authorized Officer – Title

Date

---

HST Registration Number, if applicable

Bidder's Submission:

Description	Purchase Price in \$ CDN
<ul style="list-style-type: none"><li>▪ Ford E 350 Diesel</li><li>▪ Model Year: 1998</li><li>▪ Ambulance Conversion</li><li>▪ Two Tone Grey in colour</li><li>▪ Approximately 230,000 kilometers</li></ul>	

PLUS 8% P.S.T.

IF EXEMPT – STATE EXEMPTION NUMBER:

The highest bid will not necessarily be accepted, and the TBDHU reserves the right to reject any and all proposals.

**SUBMISSION LABEL**

**From:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**Contact:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_

**Deliver to:**

**Thunder Bay District Health Unit  
999 Balmoral Street  
Thunder Bay, ON P7B 6E7  
Attn: G. Daniels, C.A., Manager of Finance**

**SEALED Sale:  
SALE # 001-2011  
DESCRIPTION: Surplus Used Vehicle**

**CLOSING DATE: 4:00 p.m. Local Time, Thursday, APRIL 21, 2011**

<b>For Office use only</b>
Date Received: _____
Time Received: _____
Received By: _____