



THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

250 Clark Street, PO Box 250

POWASSAN, ON P0H 1Z0

REQUEST FOR TENDER NUMBER: 2026-06

TENDER ISSUE DATE: October 14, 2026

SUPPLY AND DELIVERY OF ONE NEW FOUR-WHEEL-DRIVE BACKHOE LOADER

TENDER CLOSING DATE AND TIME: October 30, 2026 at 2:00 p.m. local time

TENDER OPENING DATE AND TIME: October 30, 2026 at 2:35 p.m. local time

ANTICIPATED AWARD: November 3rd, 2026

Sealed tenders must be received at the municipal office before closing, clearly marked "Backhoe Loader Tender – 2026-06".

LOWEST OR ANY TENDER NOT NECESSARILY ACCEPTED

Schedule of Contract Documents

1. Information for Bidders
2. General Conditions and Evaluation
3. Technical Specifications and Compliance Schedule
4. Optional Equipment and Warranty
5. Bid Submission and Pricing Form
6. Supplier Declaration

1. General Information

The Municipality of Powassan invites sealed tenders from qualified equipment suppliers for the supply and delivery of one (1) new, unused, current-production, four-wheel-drive backhoe loader, comparable in general size and capability to a Caterpillar 420.

References to any manufacturer or model establish an equipment class only; equivalent equipment from Caterpillar, John Deere, CASE, JCB and other manufacturers will be considered.

All inquiries shall be directed to: Manager of Operations, Municipality of Powassan, 250 Clark Street, PO Box 250, Powassan, ON P0H 1Z0; telephone 705-724-2813 ext. 202; email tkeefe@powassan.net.

The completed and signed tender package shall be submitted in a sealed envelope by mail or hand delivery. Late or unsigned tenders will be rejected. Bidders may withdraw or replace a tender in writing prior to closing. Written addenda issued by the Municipality form part of the tender. Bidders are responsible for obtaining all addenda.

BID SECURITY: No bid deposit, certified cheque, bid bond or other tender security is required.

Tender prices shall remain open for acceptance for 90 calendar days following closing. Bidders shall bear their own costs of preparing submissions.

2. Supply and Delivery

The purchase includes the complete machine, mandatory attachments, assembly, freight, pre-delivery inspection, fluid fill, operator orientation, warranty documentation and delivery to the Municipality of Powassan Public Works Yard, 750 Main Street, Powassan, Ontario, unless otherwise directed.

The successful supplier shall deliver equipment in ready-to-operate condition, demonstrate proper operation, and provide manuals, maintenance schedules and parts information. Delivery date must be stated in the bid. The Municipality may inspect and test the unit before acceptance.

3. Tender Review and Award

The Municipality reserves the right to reject any or all tenders, cancel or reissue this request, seek clarification, and waive minor informalities where permitted by applicable procurement requirements. No contract exists until written award is issued by an authorized municipal representative. Award is subject to municipal approval and available funding.

Submissions will first be checked for mandatory requirements and material compliance. Responsive tenders will then be evaluated using the following scoring criteria:

Criterion	Maximum points
Total evaluated purchase price (lowest compliant price / bidder price × 50)	50
Technical suitability, capability and completeness	25
Warranty, service support and parts availability	10
Delivery schedule	15
TOTAL	100

Delivery schedule (15 points) will be assessed based on the earliest achievable delivery date following written award, including whether the quoted machine is in stock, available by dealer transfer, or factory ordered. Delivery scoring: within 30 calendar days = 15 points; 31–60 days = 10 points; 61–90 days = 5 points; more than 90 days = 0 points. Bidders shall identify the equipment location, indicate whether the delivery date is confirmed or estimated, and disclose any conditions that may affect delivery. The Municipality may request supporting confirmation of availability before award.

The Municipality may request clarification or a demonstration, applied consistently and fairly. A non-compliant mandatory item may cause rejection. Any permitted equivalency must be supported by manufacturer documentation.

4. Technical Specifications and Compliance Schedule

For each line, bidder shall indicate YES / NO / EXCEPTION and provide the offered specification or reference to an attached manufacturer brochure. "Mandatory" means included in the base price. The Municipality will assess functional equivalents rather than requiring identical manufacturer-specific designs.

General

Specification	Requirement	Bidder response / offered specification
New current-production 4WD backhoe loader- Cat 420 general size/performance class or equivalent	Mandatory	
Manufacturer, model, model year, operating weight (state)	State _____	

Engine

Specification	Requirement	Bidder response / offered specification
Turbocharged diesel-current Canadian emissions requirements-engine net horsepower (state)	Mandatory / State	
Cold-start equipment including engine block heater or equivalent	Mandatory	

Powertrain

Specification	Requirement	Bidder response / offered specification
Four-wheel drive, differential lock, road travel transmission- state speeds	Mandatory	
Ride control or equivalent loader suspension	Mandatory	

Brakes

Specification	Requirement	Bidder response / offered specification
Manufacturer-standard service and parking brakes- state design	Mandatory	

Cab

Specification	Requirement	Bidder response / offered specification
Fully enclosed certified ROPS/FOPS cab with heat, air conditioning, defrost, wipers and mirrors	Mandatory	
Adjustable suspension operator seat with seat belt and pilot-operated joystick backhoe controls	Mandatory	

Electrical

Specification	Requirement	Bidder response / offered specification
Road-legal lighting, front/rear work lights, rotating or flashing amber beacon, reverse alarm	Mandatory	
Battery and alternator ratings (state)- horn and operating gauges	State _____	

Tires

Specification	Requirement	Bidder response / offered specification
Industrial-purpose front and rear tires; state make, size and tread	Mandatory / State	

Hydraulics

Specification	Requirement	Bidder response / offered specification
Factory hydraulic system suitable for 4-in-1 bucket and auxiliary backhoe attachments	Mandatory	

Loader

Specification	Requirement	Bidder response / offered specification
Hydraulic 4-in-1 multipurpose front bucket with clamshell/grapple functions, controls and hoses	Mandatory	
State bucket width and heaped capacity-comparable to approx. 82 in and 1.0 cu yd	State _____	
Replaceable bolt-on cutting edges or equivalent wear protection	Mandatory	

Backhoe

Specification	Requirement	Bidder response / offered specification
Extendable dipper stick (extend-a-hoe)- state retracted and extended digging depths	Mandatory	
Hydraulic auxiliary lines to end of stick, with compatible couplers	Mandatory	
Quick coupler for rear bucket changes, compatible with supplied buckets	Mandatory	
24-inch general-purpose digging bucket	Mandatory	
Combination road/street	Mandatory	

stabilizer pads or equivalent		
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Safety

Specification	Requirement	Bidder response / offered specification
Travel locks, parking brake, ROPS/FOPS certification and applicable safety markings	Mandatory	

Documents

Specification	Requirement	Bidder response / offered specification
Operator, parts and service documentation- maintenance schedule	Mandatory	

Training

Specification	Requirement	Bidder response / offered specification
On-site operator and basic maintenance familiarization at delivery	Mandatory	

Warranty

Specification	Requirement	Bidder response / offered specification
State full-machine and powertrain warranty in months/hours- exclusions and service response	State _____	

Dealer

Specification	Requirement	Bidder response / offered specification
Nearest authorized service location- parts support and mobile service availability	State _____	

5. Optional Equipment — Price Separately

Optional items must be priced individually and are excluded from the evaluated base bid. The Municipality may purchase any, all, or none of the optional items at the tendered prices, subject to budget and approval. Optional attachment prices shall include all necessary mounting hardware, hydraulics, installation and commissioning.

Options shall not be included in the base tender total unless expressly identified as mandatory. The Municipality may purchase any, all or none of the options.

Optional item	Price excluding HST
12-inch rear trenching bucket	\$ _____
42-inch rear cleanup/grading bucket, compatible with supplied quick coupler (optional)	\$ _____
Hydraulic backhoe thumb, fully installed and compatible with rear coupler/buckets (optional)	\$ _____
Pallet forks / loader forks	\$ _____
Ripper tooth	\$ _____
Extended warranty: 3 years / 3,000 hours	\$ _____
Extended warranty: 5 years / 5,000 hours	\$ _____
Other proposed accessories (describe)	\$ _____

6. Bid Submission Form

Legal bidder name: _____

Mailing address: _____

Contact name / telephone / email: _____

Manufacturer / model / model year: _____

Equipment availability (select one): IN STOCK / DEALER TRANSFER / FACTORY ORDER / OTHER: _____

Current equipment location (if in stock): _____

Earliest confirmed delivery date and any conditions: _____

Proposed delivery date or weeks from award: _____

Nearest service facility and address: _____

Warranty details attached: YES / NO

Manufacturer specification sheets attached: YES / NO

Exceptions or deviations attached: YES / NO (if yes, describe fully)

Description	Amount (CAD)
One complete new 4WD backhoe loader, including mandatory 4-in-1 front bucket, extendable stick and all specified equipment	\$ _____
Freight, preparation, commissioning and delivery (if not included above)	\$ _____
TOTAL BASE BID (excluding HST)	\$ _____
HST (13%)	\$ _____
TOTAL BASE BID (including HST)	\$ _____

The bidder confirms that the pricing includes all mandatory components and that all exceptions have been clearly disclosed. All prices are in Canadian dollars.

7. Supplier Declaration

I/We have examined the tender documents and any addenda, and offer to supply and deliver the equipment described for the prices indicated. I/We acknowledge that the Municipality is not obliged to accept the lowest or any tender.

Authorized signature: _____

Printed name and title: _____

Date: _____ Company seal (if applicable): _____

Addenda acknowledged (numbers): _____