

**REQUEST FOR QUOTATION**

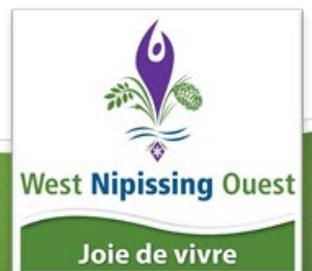
**SUPPLY OF FRONT MOUNT COMMERCIAL LAWN MOWER (4WD)**

**Quote No.**

**2025-022**

**Bid Closing: March 24th, 2026**

**Joie de vivre**



[www.westnipissingouest.ca](http://www.westnipissingouest.ca)



West Nipissing Quest

**MUNICIPALITY OF WEST NIPISSING  
FRONT MOUNT COMMERCIAL LAWN MOWER**

**SECTION 1  
INSTRUCTION TO BIDDERS**

**INVITATION TO QUOTE**

The Municipality of West Nipissing is seeking to purchase one (1) NEW front mount commercial lawn mower (4wd).

**Owner:** Municipality of West Nipissing  
101-225, Holditch Street  
Sturgeon Falls, On P2B 1T1  
Phone: 705-753-2250  
Fax: 705-753-3950

**BID SUBMISSION**

- 1.0)** Bid documents must be returned in a sealed envelope clearly marked “NEW Front Mount Commercial Lawn Mower (4wd)” complete with bidder’s Company name and Bid reference number to the Municipality of West Nipissing Town Hall, 101-225 Holditch Street, Sturgeon Falls, Ontario P2B 1T1, before 10:30AM (local time) on March 24th, 2026 (the “Official Closing Time”).
- 1.1)** Bids will be deemed to have been received when a Municipality representative has stamped the envelope with the time and date of receipt with the time clock located at the services counter. The time clock located at the service counter is the official time piece. Bids may also be submitted through the exterior drop box at Town Hall, 225 Holditch Street, Sturgeon Falls. Bids submitted through the exterior drop box will be recorded as received when the drop box is opened the following morning.
- 1.2)** Bids submitted by facsimile or electronically will not be considered.
- 1.3)** All pages contained in the bid documents form an integral part of this bid.
- 1.4)** Section 3.0 must be completed and submitted in the format provided.
- 1.5)** The lowest or any bid will not necessarily be accepted. The owner may decide, at its sole discretion, that no bid submitted will be accepted and no contract will be awarded pursuant to this bid process. If the owner elects to reject all bids, all bidders will be notified and the owner will not be liable to any bidder in preparing the bid, damages, loss of anticipated profit in connection with the work, or any matter whatsoever.
- 1.6)** Bidders are required to check the Municipality of West Nipissing website for addenda issued before the closing date and time. If the contract administrator determines that an amendment is required to the bid documents, the contract administrator will prepare an addenda and post it to the Municipality of West Nipissing website.
- 1.7)** Partial or incomplete bids will not be considered.
- 1.8)** In case of a corporation that has a corporate seal, the corporate seal shall be affixed to the bid form.



- 1.9)** Bidders are advised that the Municipality functions through its Policy 2006/332 “Validity of Tenders” and its Bylaw 2016/89 “By-Law to Establish Purchasing Policies and Procedures for the Municipality of West Nipissing”, including revisions to those policies passed by Municipal Council.

**QUESTIONS AND CLARIFICATIONS**

- 2.0)** Enquiries, request for explanation, interpretations or clarifications must be submitted by email to [jbelanger@westnipissing.ca](mailto:jbelanger@westnipissing.ca). Only those inquiries submitted by email will be considered. Emails submitted must include the quotation title and quotation reference number.
- 2.1)** Enquiries will be received up to noon local time on March 18th, 2026. Enquiries received after the date and time noted will not receive a response.

**BID OPENING**

- 3.0)** Bids will be open privately.
- 3.1)** Bid received after the official closing time is considered LATE, and will not be accepted and will be returned unopened to the bidder.

**ADJUSTMENT OR WITHDRAWAL OF BIDS**

- 4.0)** Adjustment by telephone, facsimile or letter for a bid already received will not be considered. A bidder desiring to make adjustment to a bid must withdraw the submission and/or supersede it with another offer.
- 4.1)** Bidders may withdraw its bid at any time prior to closing provided the withdrawal:
- (a) is in the form of a letter and,
  - (b) state the name of the bidder and clearly identifies the bid that is being withdrawn and;
  - (c) Bids may not be withdrawn after they have been opened and read publicly. Successful bidders wishing to withdraw a bid shall pay the difference between their low bid and the next lowest bid.
- 4.2)** Bids may not be withdrawn after they have been opened and read publicly. Successful bidders wishing to withdraw a bid shall pay the difference between their low bid and the next lowest bid.



**BID DOCUMENT DISCREPENCIES AND OMISSION**

- 5.0)** Bidders are responsible to review the bid documents and to verify they are complete. If the bidder finds discrepancies or omissions from the drawings, specifications and other documents, the bidder should submit a written request for correction to the contract administrator. Any required correction, addition, deletion or revision to the bid documents will be by written addenda to the bid documents issued by the contract administrator by posting to the Municipality of West Nipissing website.

**REQUEST OF APPROVED EQUALS AND ALTERNATIVES**

- 6.0)** Request for equals to the material, equipment or methods of fabrications specified, should be submitted in writing to the contract administrator. These requests should contain pertinent data such as specifications, construction and operational characteristics, cost savings etc. in order to assist the contract administrator in his decision. Approvals for equals will be in the form of addenda. The contract administrator is not obligated to review and approve equals prior to the bid closing time.

**GENERAL INFORMATION FOR BIDDERS**

- 7.0)** Municipality's quote form and specification form must be used.
- 7.1)** Dealer must have a service facility within approximately 100 kilometers of municipal yards. 219 O'Harat St Sturgeon Falls Ontario.



**MUNICIPALITY OF WEST NIPISSING  
FRONT MOUNT COMMERCIAL LAWN MOWER**

**SECTION 2.0  
QUOTE FORM**

**QUOTE FORM:**

- 1.1)** I/we recognize the right of the owner to reject any and all bids for any reason without explanation and that the lowest bid may not be necessarily be accepted.
- 1.2)** I/we understand that my/our bid will be subject to rejection unless it is prepared in strict accordance with all the requirements of the bid documents.
- 1.3)** All pricing shall be in Canadian funds, all applicable taxes included with the exception of HST which will be considered as extra to the cost
- 1.4)** I/we hereby acknowledge receipt of the following addenda \_\_\_\_ to \_\_\_\_ forming part of the bid documents **(If none have been received, write the word none)**
- 1.5)** If a discrepancy is found in the bid form between the unit price and the total amount, the unit prices shall be considered as representing the intention of the bid.



**FORM OF QUOTE**

Having carefully examined the specifications as well as the quote document including all addenda and instruction to bidders, I/we, the undersigned, hereby offer to furnish the specified equipment, expeditiously and in the satisfactory manner and accept in full payment the stipulated sum of:

**Item A: FRONT MOUNT 4WD COMMERCIAL LAWN MOWER**

Make \_\_\_\_\_

Model \_\_\_\_\_

Year \_\_\_\_\_ \$ \_\_\_\_\_

**Additional Fees/Tax (Excluding HST)**

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Total Price for Delivery to the Municipality of West Nipissing. 219 O’Hara Street Sturgeon Falls** \$ \_\_\_\_\_

**Delivery Date (after date of award):** \_\_\_\_\_



**MUNICIPALITY OF WEST NIPISSING  
FRONT MOUNT COMMERCIAL LAWN MOWER**

**SECTION 2.0  
QUOTE FORM**

**Signatures:**

Vendor full business name:

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Vendor full business mailing address:

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Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

*I have the authority to bind this company/corporation*

NAME: \_\_\_\_\_ (Please Print)

TITLE: \_\_\_\_\_ (Please Print)

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2026

CORPORATE SEAL:



**SPECIFICATIONS FOR FRONT MOUNT COMMERCIAL LAWN MOWER**

- 1.0) Model year 2026 equipment – all quotes are for new equipment only.
- 1.1) Bidders must complete all items under the “Yes / No” confirmation columns in the Specifications. The Municipality may reject any bids if the Yes/No confirmation is incomplete, if required items cannot be confirmed, if the alternative is not acceptable, or if the bidder’s specified rating is less than that required in the specifications.

	YES	NO	If “No”, indicate alternative
<b>Chassis</b>			
Front mount commercial mower configuration			
4WD (Auto-assist and full-time selectable)			
ROPS (ISO/OSHA compliant)			
<b>Engine</b>			
Liquid-cooled diesel engine			
Minimum 23 HP (approx. 23.3 HP)			
3-cylinder engine			
Tier IV emissions compliant			
Dual element air cleaner			
<b>Fuel System</b>			
Diesel fuel			
Minimum 60 L fuel tank capacity			
<b>Transmission / Drivetrain</b>			
Hydrostatic transmission (HST)			
Forward and reverse pedal control			
Wet disc brakes			
Differential lock			
<b>Tires</b>			
Turf tires (Front approx. 24x12-12)			
Turf tires (Rear approx. 18x9.5-8)			
<b>Mower Deck</b>			
<b>72”</b> Front mounted mower deck			
Rear discharge deck			



	YES	NO	If "No", indicate alternative
Hydraulic lift system			
90-degree tilt deck for servicing			
Cutting height range approx. 1"-5" minimum			
<b>Operation Station</b>			
Suspension seat (reclining)			
LCD display panel			
Fuel gauge			
Tachometer			
Beverage holder			
<b>Miscellaneous</b>			
Tool box			
Standard 2-year warranty (minimum)			
Delivery to 225 Holditch St, Sturgeon Falls			
<b>Additional Equipment</b>			



**Completeness of Project**

- 2.0)** The unit shall be complete and full operational at the time of the delivery. The successful bidder shall supply any equipment not specifically mentioned in the tender document that is necessary for the successful operations of the unit.

**Warranties**

- 3.0)** The successful bidder shall supply fully executed manufacturer's warranties on the vehicle and any additional equipment.

**Quoting Additional Equipment or Options**

- 4.0)** Suppliers are invited to submit proposals for optional or alternative equipment which they may have available and which may improve the cost effectiveness, durability, efficiency and operation of the equipment specified herein. Such proposals shall not be added to the bid form, but shall be submitted separately, on the supplier's own letterhead or quotation form, and shall be separate from the price tendered for equipment meeting the Municipality's specifications.

**Delivery**

- 5.0)** The vehicles are to be delivered to the Recreation Centre in Sturgeon Falls, Ontario. The price shall include all taxes, freight, service, and preparatory charges to deliver to this garage. Delivery must be within 3 months of date of award.