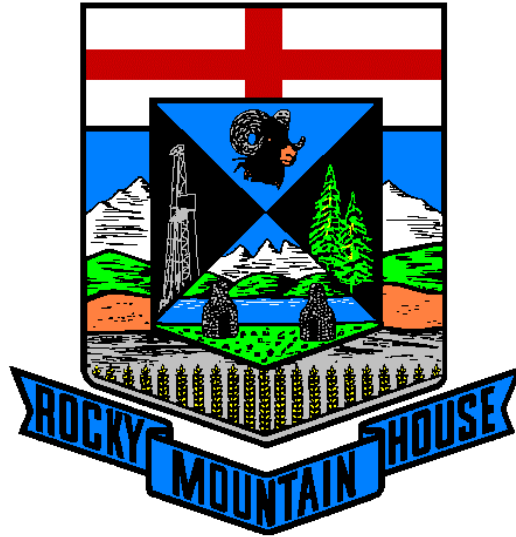


# ***TOWN OF ROCKY MOUNTAIN HOUSE***



## **Request for Quotation**

### **One (1) 15 foot wide Commercial Mower**

**Date Issued: February 10, 2026**

**Due Date: 2:00p.m. on February 27, 2026**

Contact Information:

Jim Lindsay – Airport Manager  
Town of Rocky Mountain House  
Engineering & Operations Department  
4607 48 St  
Rocky Mountain House, AB T4T 1B2  
Phone: (403) 845-4742  
Email: [jlindsay@trmh.ca](mailto:jlindsay@trmh.ca)

The Town of Rocky Mountain House is requesting quotations for the supply and delivery of one (1) 15 foot wide "Bat Wing" style large area mower. This is to be a commercial quality machine within the specifications provided below.

(Note: Quotes are to reflect "CANOE Procurement" preferred rates.)

Interested parties are encouraged to contact the Airport Manager, Jim Lindsay, with any inquiries at:

[jlindsay@trmh.ca](mailto:jlindsay@trmh.ca) or phone; 403-845-4742

## **ROCKY MOUNTAIN HOUSE AIRPORT 2026**

### **15 FOOT WIDE COMMERCIAL MOWER**

#### **Main Characteristics:**

- 15 foot cutting width
- 3 separate cutters and a folding wing design
- 540 RPM Cat 6 CV Driveshaft
- Capable of 105 HP Tractor

#### **Mower Deck:**

- Minimum 10 GA Steel deck top
- Smooth top to minimize debris buildup, and ease cleaning
- Side skirts minimum ¼' thick
- Deck Protection rings underneath

#### **Drive Gearboxes:**

- Capable of at least 105 HP Tractor
- Oil Level Site glasses
- Self-adjusting protective friction clutches at each gearbox

#### **PTO Shafts:**

- Main PTO Shaft to Tractor to be 540 RPM Cat 6, and have Constant velocity universal joints to permit sharp turning while mowing
- All other shafts to be minimum Cat 5
- All universal joints and safety covers to be easily greased and serviced

#### **Cutting Blades:**

- Commercial grade high lift blades, 2 sets

#### **Tires:**

- Airless, laminated style tires

### Safety:

- SMV Triangle mounted facing rearward
- Tail/Brake lights
- Safety chains on leading edge of all decks
- Locking mechanism to hold wing decks upright for storage and transport

### Instructions:

- Instructions, diagrams and warnings or ISO symbols must be displayed in relevant locations for effective and safe use and maintenance of the Mower
- All instruction and warning labels on the machine are in French and English.

### Manuals:

- Mower is to be delivered with a copy of the operating manual and maintenance manuals for the entire machine in electronic format. The maintenance manual includes the assembly drawings for all components as well as their installation procedures.
- An electronic copy of the parts catalogue is included with the part number, address and telephone number of the manufacturer of each assembly.

### Training:

On request, training in English is provided by a qualified technician to cover operating principles and preventive maintenance procedures at the client's premises.

### Warranty:

- Covered by a 12-month warranty on all components from date of commissioning of the mower
- Supplier will name "Local" repair dealer authorized to perform warranty work on behalf of the manufacturer.
- Warranty Claims: If the requested repairs have not been started within 48 hours of the request, the buyer reserves the right to perform the repairs and invoice the supplier for parts and time not exceeding the standard time allocated for the repair and their hourly labour rate.

**BID COMPLIANCE:**

| Item                    | Y/N | Alternative, if not Compliant |
|-------------------------|-----|-------------------------------|
| 1. Main Characteristics |     |                               |
| 2. Mower Deck           |     |                               |
| 3. Drive Gearboxes      |     |                               |
| 4. PTO Shafts           |     |                               |
| 5. Cutting Blades       |     |                               |
| 6. Tires                |     |                               |
| 7. Safety               |     |                               |
| 8. Instructions         |     |                               |
| 9. Manuals              |     |                               |
| 10. Training            |     |                               |
| 11. Warranty            |     |                               |

**SUPPLIER QUOTATION:**

**Supplier Bid price (CDN Dollars) including shipping to site (Before GST) \$**\_\_\_\_\_

## **PART 1 - Terms & Conditions, Instructions to Vendors, Quote Review & Award**

### **1. TERMS AND CONDITIONS**

1. All pricing will be quoted in Canadian dollars. ***Quote Pricing will reflect “CANOE Procurement” preferred rates.*** Price adjustments due to currency fluctuations, or any other reason, will not be accepted.
2. Pricing quoted will be firm and unchangeable after the time and date of quote closure. Quote will be guaranteed for a period of at least 90 days from the time of submission deadline.
3. All prices quoted shall be exclusive of the Goods and Services Tax (G.S.T.). The successful vendor will be required to show the G.S.T. separately on their invoices. All other taxes, including tire tax if applicable, will be included in the quote price.
4. The Town of Rocky Mountain House is a net 30 Day account and all quotes will be quotation as such. Quotes requiring payment in less than 30 days may be rejected, however, early payment discounts will be considered.
5. Unless otherwise directed, all prices quoted shall be inclusive of all freight and delivery charges. Delivery shall be F.O.B. to the Town of Rocky Mountain House Engineering & Operations Department located at 4607 48 Street, Rocky Mountain House, Alberta.
6. There is no expressed or implied obligation on the part of the Town of Rocky Mountain House to reimburse responding firms for any expenses incurred in the preparation or delivery of the quote documentation or responses.

### **2. VENDOR QUALIFICATION**

1. Quotes will be restricted to only those vendors that can satisfactorily meet the following service and support requirements:
  - a. Must have a factory authorized service dealership in central Alberta.
2. Quotations for the provision of other makes and/or models will not be considered unless approval is requested in writing (email) at least 10 business days prior to the quotation submission deadline. Approval requests must be directed to Jim Lindsay - Airport Manager for Engineering and Operations at [jlindsay@trmh.ca](mailto:jlindsay@trmh.ca).
3. Quotation must include the purchase and delivery with on-site training for operations and maintenance.

### **4. ACCEPTANCE OF SUBMISSIONS**

1. Unless explicitly stated otherwise, submission of a quote indicates acceptance by your firm of the terms and conditions contained in this Request for Quotation (R.F.Q.).
2. The Town reserves the right to withdraw this R.F.Q., at its discretion and at any time. The Town will not be held liable for any expenses, costs, loss or damage incurred or suffered by any vendor as a result of such withdrawal.

3. The Town reserves the right, without prejudice, to reject any or all proposals.

## **5. CONFIDENTIALITY & RELEASE OF INFORMATION**

1. All quotes submitted to the Town become the property of the Town in their entirety. Quotes and the information contained within will be held in confidence as much as is reasonably possible and subject to the disclosure provisions contained in the Freedom of Information and Protection of Privacy (F.O.I.P.) Act.
2. Any information or knowledge gained or obtained by the Vendor as a result of this process will be maintained in confidentiality and will not be sold, distributed or in any way used for profit.
3. Due to the nature of the R.F.Q., details contained within each submission will not be provided or available to vendors prior to award of contract. Release of information will be governed by the provisions contained in the F.O.I.P. Act.

## **6. CONFLICT OF INTEREST**

1. All vendors are required to disclose to the Town any direct or potential conflict of interest in their R.F.Q. submission. The disclosure will detail the nature and degree of the direct or potential conflict. The Town reserves the right to reject a proposal and/or to cancel the award of contract if, in the Town's sole opinion, any interest disclosed from any source could give the appearance of a conflict of interest or cause speculation as to the objectivity of the awarding of the contract.

## **7. INSTRUCTION TO VENDOR**

1. Quotation shall be submitted in a sealed envelope clearly marked as **"Request for Quotation – (One) 1 15 Foot Wide Commercial Mower** complete with your firm's name and return address. Envelopes must be clearly marked as to which quotation it is for and directed to the address indicated below.
2. Your quotation will be considered if received before **2:00p.m. (local time), February 27, 2026** at:

Town of Rocky Mountain House  
Engineering & Operations Department  
4607 48 Street  
Rocky Mountain House, Alberta  
T4T 1C8

3. The timepiece at the location for receiving quotations shall be the only measure for the exact time.
4. A completed copy of General Specifications and Supplier Quote Sheet shall be submitted with your quotation.
5. In addition, a complete set of brochures should be submitted with your quote. If brochures are not available, factory drawings or a reasonable facsimile will be accepted.
6. Vendors are completely responsible for ensuring that their quotes reach the correct final location prior to the quote submission deadline.

7. Email or fax submissions will **not** be accepted.
8. Prior to the submission deadline, all questions relating to the quote process, technical or operational aspects of the unit shall be directed to:  

Jim Lindsay  
Airport Manager  
Telephone: (403) 845-4742  
Email: [jlindsay@trmh.ca](mailto:jlindsay@trmh.ca)
9. Requests for information, clarification, amendments, extensions or any other material change that may affect the content of the submissions or the submission deadline will not be considered by the Town within five (5) days of the submission deadline.
10. Any new information made available prior to the submission deadline will be released to all known vendors.

## **8. QUOTE REVIEW AND AWARD**

1. Quotes will be opened in private immediately following the quote submission deadline. Final results will not be released until a contract has been awarded.
2. All submissions will be evaluated on the following criteria:
  - a. Compliance with all vendor qualifications and mandatory specification requirements (must meet);
  - b. Conformance with all vendor qualification and functional requirements (40%); and,
  - c. Cost (60%).
3. During the evaluation process, any equipment or options exceeding the specified requirements will not be factored, credited, or evaluated more favorably than equipment meeting only the base requirement.
4. A demonstration unit may be requested before final purchase decision. If one is not available, provide another airport nearby that has one that we could visit.
5. The lowest, or any quote, will not necessarily be accepted.

## **9. PAYMENT OF INVOICES**

1. Failure to provide complete and proper vehicle/equipment literature as requested may result in the delay or withholding of payment.
2. Invoices will not be processed until the unit is received, inspected and approved by the Town.