

TOWN OF ROCKY MOUNTAIN HOUSE



Request for Quotation

One (1) 90-100 HP 4WD Tractor

Date Issued: January 14, 2026

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

Contact Information:

Jocelyn Schiebelbein
Parks and Grounds Manager
Town of Rocky Mountain House
Engineering & Operations Department
4607 48 St
Rocky Mountain House, AB T4T 1B2
Phone: (403) 845-3220
Email: jschiebelbein@trmh.ca

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

1. TERMS AND CONDITIONS

1. All pricing will be quoted in Canadian dollars. 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. The Town will accept quotes on the following makes and models:

John Deere

Case

Kubota

New Holland

Massey

XCMG

3. 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 Jocelyn Schiebelbein- Parks and Grounds Manager for Engineering and Operations at jschiebelbein@trmh.ca.

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 90-100HP 4WD Tractor**" 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 'Part 2- General Specifications' and 'Part 3 – 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:

Jocelyn Schiebelbein
Parks and Grounds Manager of Engineering and Operations
Telephone: (403) 845-3220
Email: jschielbein@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 qualification 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. Prior to the award, vendors may be required to provide a demonstration vehicle/equipment for testing purposes.
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.

Part 2- General specifications

1. Overview

The Town of Rocky Mountain House is inviting tenders for the supply and delivery of one (1) new tractor for use in Parks and Grounds operations. The tractor will be utilized for municipal maintenance activities including mowing, grooming, and harrowing of parks, sports fields, agriculture grounds maintenance and related facilities.

2. Intended Use

The tractor will be required to safely and effectively perform the following tasks:

- Powering a 12-foot-wide rotary mower
- Pulling a ball groomer attachment
- Pulling an agricultural arena groomer attachment
- Pulling 40-foot California harrows

The unit must be suitable for regular municipal use, capable of operating in varying terrain and weather conditions, and compatible with common Parks and Grounds attachments.

3. General Requirements

- The tractor shall be new, unused, and of current production
- Equipped with a quick-connect attachment system
- Equipped with a rear three-point hitch compatible with standard grooming and harrowing implements
- Sufficient horsepower, PTO capacity, and hydraulic performance to support all intended applications
- All components must be factory-installed or manufacturer-approved

4. Mechanical Specifications

The tractor must meet or exceed the following minimum mechanical requirements:

- Diesel engine rated at approximately 100 horsepower
- Minimum 80 horsepower PTO
- Engine block heater
- Four-wheel drive with differential lock
- Compliance with current environmental and emissions standards
- Power shuttle transmission or approved equivalent
- Minimum two rear hydraulic valve circuits, each with float capability
- One (1) front standard-flow auxiliary hydraulic circuit
- One (1) front high-flow auxiliary hydraulic circuit
- Front-end loader complete with standard bucket
- Quick connect attachment system

5. Ergonomic and Operator Comfort Specifications

The tractor shall include an enclosed cab and operator features suitable for extended municipal operation, including:

- Fully insulated cab with filtered heating and air conditioning
- AM/FM radio with Bluetooth connectivity
- Suspension operator seat
- Passenger jump seat would be considered an asset

6. Lighting and Electrical Specifications

The tractor shall be equipped with the following lighting and electrical features:

- High-output charging system
- Four (4) forward-facing high-output LED flood lights
- Two (2) rear-facing high-output LED flood lights
- One (1) rooftop LED beacon light
- Two (2) 12-volt auxiliary power outlets
- Seven (7) wire trailer light plug-in
- Pre-wired for two-way radio and antenna
- Back up camera

7. Delivery, Warranty, and Support

- Tractor must be delivered fully assembled and operational
- Vendor shall provide basic operator orientation upon delivery, if requested
- Manufacturer's standard warranty must be included
- Proponents shall identify local or regional service support and parts availability

8. Equivalency

Products that meet or exceed the specifications outlined in this Scope of Work will be considered. Vendors proposing equivalent or superior alternatives must clearly identify and document all equivalent specifications.

9. Trade-in Opportunity

- Make/ Model: Kubota M6040
- Year: 2012
- Operating Hours: Approximately 1804 Hours
- Configuration: Open station with ROPS (no cab)
- Attachments: Front- end loader, pallet forks
- Status: Unit currently in service and is due for upgrade. Unit has a comprehensive service record.

PART 3 - Quote Sheet

1. Year/Make/Model:

2. Total Quote Price:

(all components, supplied and delivered including
tire tax excluding G.S.T.)

**3. Time required to deliver the complete unit after
Receipt of Order:**

4. Terms of Payment

**5. Nearest Authorized Service/Parts
Warranty Location:**

6. Warranty:

Unsigned Quotations will not be accepted!

DATE:	
FIRM:	
ADDRESS	
CONTACT:	
PHONE:	
FAX:	
EMAIL:	

SIGNATURE: