



**CORPORATION OF THE TOWNSHIP OF CHAMPLAIN
NOTICE OF INTENDED PROCUREMENT**

REQUEST FOR QUOTATION

Quotation No. PWQ2021-02 Tree Cutting, Removal and Stump Grinding

Issue Date: March 8th, 2021

Closing Date and Time: Wednesday, March 24th, 2021 at 3:00 pm

Notice of Intended Procurement

This Notice of Intended Procurement (NIP) is to advise qualified contractors that the Township of Champlain is requesting bids for **Tree Cutting, Removal and Stump Grinding**.

Bid submissions shall be in a sealed envelope and clearly marked as to contents to the attention of James McMahon, Director of Public Works, will be received and log stamped by **the Corporation of the Township of Champlain at the Municipal Administration Office, 948 Pleasant Corners Road East, Vankleek Hill, Ontario, K0B 1R0** prior to the above referenced closing date and time.

Distribution of the Tender Documents

Complete Quotation Documents will be available by submitting the "request for bid form" by email to karla.barton@champlain.ca.

Quotation Preview Documents and the Request for Bid Form can be found on the Township Website :

<https://www.champlain.ca/en/doing-business/bids-and-tenders.aspx>

Project Overview

The following is a general but not necessarily complete description of the works to be constructed under this contract:

The work to be carried out under this contract includes tree removal, trimming, chipping and stump grinding at various locations on municipally owned or controlled properties within the Township of Champlain.

Tentative Schedule

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|--|-------------------------------|
| Notice of Intended Procurement Issuance | March 8 th , 2021 |
| Closing Date | March 24 th , 2021 |
| Commence Work Order (Purchase Order) | April 2021 |
| Contract/Construction Start Date | May 2021 |
| Substantial Completion Date | August 2021 |

Procurement and Contractual Information

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|--|-------------------|
| Method | Sealed Quotation |
| Negotiation | N/A |
| Electronic Auction | N/A |
| Bid Submission Type | Physical Bid |
| Bid Bond/Certified Cheque Bid Deposit | N/A |
| Performance Bond | N/A |
| Labour, Equipment and Material Bond | N/A |
| Applicable Trade Agreement | N/A |
| Language Permitted for Response by Supplier | English or French |

Contracting Authority

Should you have any questions regarding the NIP or Request for Tender, please contact the Contracting Authority;

James McMahon
Director of Public Works
Telephone: (613) 678-3003 ext. 225
Email: james.mcmahon@champlain.ca