APPENDIX A – SUBMISSION FORM

REQUEST FOR PROPOSALS No. 22-035
GNPCC DAFT Polymer
SUBMISSION FORM

Please provide pricing in Canadian Dollars, including delivery fees, but excluding any taxes, F.O.B. destination to:

Greater Nanaimo Pollution Control Centre
4600 Hammond Bay Road
Nanaimo, BC, Canada, V9T 5A8

Required Pricing Information (exclusive of GST/PST)

Recommended Polymer	**Description**	**Unit Price** ($/kg)	**Specific Gravity** (kg/L)	**Recommended Dosing Rate at GNPCC** (dose/dry ton solids)

Please also attach Safety Datasheets (SDS's) for all products listed above**.**

Required Pricing Information Terms and Conditions:

a) Rates quoted by the proponent must be all inclusive and include all labour and material costs, all travel costs, insurance costs, costs of delivery, installation, and set up including any pre-delivery inspection charges, and all other costs for provision of the product to the RDN's facilities.
b) The quantities provided are estimates only based on historical averages and will be used to compare bids. Actual quantities ordered may be depending on operational need.
c) The Regional District of Nanaimo reserves the right, in its sole discretion, to award all of the items, some of the items, or none of the items. The lowest, or any bid, may not necessarily be accepted.
d) Pricing is in Canadian Dollars and fixed for a period of one year from the date of notification of award.
e) The RDN does not pay fuel surcharges.

REQUEST FOR PROPOSAL No. 22-035
GNPCC DAFT Polymer
SUBMISSION FORM

Technical Criteria:

1. Client References (please enter responses directly into Table below). References may be contacted to allow the evaluation team to obtain more information on use of the polymer in similar process applications, quality, and service level commitments.

Provide contact information of 3 current wastewater customers for the recommended polymer in the Table below. *Provide references from customers that are using their recommended polymer with a similar thickening process to GNPCC. If polymer has been specifically formulated for GNPCC, provide references from customers using polymers of a similar nature with thickening processes like GNPCC.*

Name of Polymer	Organization / Reference Name	Telephone	Email

REQUEST FOR PROPOSAL No. 22-035
GNPCC DAFT Polymer
SUBMISSION FORM

IMPORTANT NOTE: Enter responses directly into the Submission Form. Completed and signed Submission Form must be submitted by email to wwpolymer@rdn.bc.ca before the Closing Time.

The final Submission Form must be signed. Proponents have the choice of using an e-signature, or to print off the filled-out form, sign, and send in a scanned version by email. If sending in a scanned version, please ensure to open the form to ensure all pages scanned properly.

Respondents can also submit background material to provide further detail pertaining to the questions. Please keep background material concise in nature (maximum of 5 pages of background material preferred)

2. Use of Polymer in Similar Wastewater Applications *(see submission instructions above)*

(i) Provide a list of wastewater treatment plants which currently use the polymers identified. How the use of the polymers at these treatment plants like the proposed use at GNPCC?

(ii) What are the advantages of each of the polymers you recommend in comparison to other polymers in the market?

(iii) Explain how your polymer would be compatible with the RDN's existing chemical delivery equipment in its Dissolved Air Thickening (DAFT) System.

(iv) What is your packaging size (see Section 3.0)? Can you deliver in a 1000 L tote sizes? If not, how would your proposed packaging size be compatible with the RDN's existing equipment.

3. Company Experience and Qualifications *(see submission instructions on page 3 of Submission Form)*

(i) Provide a brief description of your company.

(ii) Provide an executive summary describing the Proponent's relevant experience and qualifications in delivering services like those required in this RFP.

(iii) Provide relevant background and experience of all key personnel involved in providing the deliverables including any subcontractors.

4. Quality Control and Service Level Commitments *(see submission instructions on page 2 of Submission Form)*

(i) Detail product quality control measures.

(ii) Provide details on product ordering and delivery services.

4. Quality Control and Service Level Commitments (continued) *(see submission instructions on page 3 of Submission Form)*

(iii) Provide service level commitments for request response times and lead time upon initiation of order to product delivery.

(iv) What is the shelf-life of the product?

(v) What is your return policy for product? Provide information on payment for return freight and whether restocking fees would apply.

ACCEPTANCE:

The undersigned has examined REQUEST FOR PROPOSAL 22-035 and having full knowledge of the requirements of the Owner, do hereby agree to be bound by the Terms, Conditions, Statements and Representations contained herein:

Company Name & Mailing Address:

Phone No:

Contact Name:

Email:

Signature:

E-signatures may be used. Another option is to print, sign, and send in a scanned copy of the form.

Date: