



**Supply, Delivery and Installation of
GPS/AVL Hardware and Software**

Forms

T-PW-19-02

Project: GPS/AVL Hardware and Software Tender
Authority: Township of Cavan Monaghan
Contract Administrator: Mr. Wayne Hancock
Director of Public Works
988 County Road 10
Millbrook, Ontario, L0A 1G0
Telephone: 705-932-9327 Fax: 705-932-3458

Tenderer:

Name

Address (Include Postal Code)

Telephone and Fax Numbers

Email Address

Name of Person Signing

Position of Person Signing

Tenders Received By: Wayne Hancock
Director of Public Works
Township of Cavan Monaghan
988 County Road 10
Millbrook, Ontario, L0A 1G0

To: Mayor and Members of Council
Re: GPS/AVL Software and Hardware Tender

Dear Mayor and Members of Council:

I/We, the undersigned, having carefully read, understood and accepted the Instructions, Specifications and General Conditions attached hereto, each and all of which form part of this tender, hereby offer to furnish all machinery, tools, labour, apparatus, plant and other means of construction; all materials, except as otherwise stated in the Contract; and to supply the equipment in strict accordance with the Provisions, Plans, Specifications and Conditions hereto attached for the unit prices shown in this Tender.

I/We hereby agree that notification of acceptance of this tender shall be in writing, and may be sent prepaid post, and if sent prepaid post, acceptance shall be deemed to have been made on the date of the mailing of such notification.

I/We agree that the work specified in the contract will be performed in strict accordance with the following conditions, specifications and provisions:

- A. Instructions to Tenderers
- B. Specifications
- C. General Conditions

Signed at the Township Office of Cavan Monaghan in the County of Peterborough

this _____ day of _____, 2019

Signature of Corporation Witness

Signature of Contractor or Seal of Firm
& Position Held

Itemized Bid

Supply, delivery and installation of a GPS/AVL system to track seven (7) Township plow trucks in accordance with the tender documents.

SP- Refers to Specifications

Item	Description of Work	Unit	Unit Price	Total Price
Hardware				
	Spreader Controller Hardware (All hardware components which compromise the entire system including ECM integration, spreader integration and sensors for plow and wing up/down)	5		
	Spreader Controller Installation and set up in vehicles. Will Require removal of existing hardware. Power wring can be reused where available and compatible.	5		
	Purchase and installation of additional modems up to 1 year after project completion			
	Hardware Subtotal			
Software				
	Installation and setup of general AVL/GPS system and programming			
	Software license fees			
	Initial Software Start-up Fee			
	GPS/AVL Monthly Service Fee			
	GPS/AVL Monthly Cellular Fee			
	Software Maintenance Fees			
	Monthly Service Fee Subtotal			
	Other costs			
	Subtotal			
	H.S.T.			
	Total Tender			

The work specified in the Contract shall be performed in strict accordance with the following Schedule:

- | | | | |
|----|-------------------------------|--|---------------------------------|
| A. | Tender Form | General
Itemized Bid
Schedule of Tender Data | Pages 2 - 3
Page 4
Page 5 |
| B. | Instructions to Tenderers | | Pages 6 – 10 |
| C. | Qualifications and References | | Pages 11 – 14 |
| D. | Specifications | | Page 15 – 24 |
| E. | General Conditions | | Page 25 – 28 |

The Supplier, by this tender, offers to supply the equipment in this contract in strict accordance with the terms contained herein.

By my/our signature hereunder, I/we hereby identify this as the Schedule of Tender Data, Plans and Specifications, for Tender T-PW-19-02, executed by me/us bearing date this _____ day of _____ 2019.

Signature: _____

Position: _____

(Company Seal)

Name of Firm: _____

This is page 5 of 5 pages of the Forms to be submitted as well as the specifications as the Tender Submission for Tender T-PW-19-02.



**Supply, Delivery and Installation of
GPS/AVL Hardware and Software
Instructions to Tenderers
T-PW-19-02**

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1. **General Sealed Tenders** plainly marked “Tender T-PW-19-02 GPS/AVL Hardware and Software” will be received until:

11:00 a.m., Local time, Tuesday, June 18, 2019

and shall be addressed to: Mr. Wayne Hancock
Director of Public Works
Township of Cavan Monaghan
988 County Road 10
Millbrook, Ontario, L0A 1G0

2. **Blank Form of Tender**

One copy of the tender, on the forms provided, shall be submitted. All information requested shall be shown in the Tender, in the space provided and shall be typed or printed in ink.

3. **Tender Opening**

Tenders will be opened at 11:10 a.m., Local time, Tuesday, June 18, 2019 in the Council Chambers

988 County Road 10
Millbrook, Ontario, L0A 1G0

4. **Right to Accept or Reject Tenders**

Council shall make the final determination as to awarding of all tenders. The lowest tender, or any tender, not necessarily accepted. Appendix ‘B’ of Purchasing By-law No. 2019-12 outlines the bid Irregularities and direction of use. The By-law can be found on the Township website at <http://cavanmonaghan.net/en/servingyou/bidsandtenders.asp>.

5. **Unacceptable Tenders**

Each item in the Tender Form shall include a reasonable price for such item. Under no circumstances will a Tender with a bid irregularity be considered. The Treasurer and/or CAO or designate will be responsible for all action taken in dealing with bid irregularities, and acts in accordance with the nature of the irregularity identified in Appendix ‘B’ of Purchasing By-law No. 2019-12.

6. **Ability and Experience of Tenderer**

The Authority reserves the right to reject any tender where satisfactory evidence of sufficient capital, plant and experience to successfully performed and complete the work in the specified time, is not furnished by the Tenderer.

7. **Harmonized Sales Tax**

The Harmonized Sales Tax shall not be included in tendered prices for material supplied under this Contract.

8. **Execute Contract**

Tenders shall be open for acceptance for a period of 30 days after the closing date. After this time, the tender may only be accepted with the consent of the successful Tenderer.

9. Inquiries During Tendering

The Tenderer is advised that inquiries regarding the interpretation of the specifications, shall be directed to the Contract Administrator, the Township of Cavan Monaghan, Telephone: 705-932-9327, Attention: Wayne Hancock, Director of Public Works. Inquiries will only be accepted until **4:00 pm June 11, 2019**.

10. Award of the Contract

The award if this Contract is subject to the approval of the Council of the Township of Cavan Monaghan.

11. Definition of Owner/Authority and Engineer/Contract Administrator

Wherever the word "Owner" or "Authority" or "Corporation" appears in this Tender, it shall be interpreted as meaning the Township of Cavan Monaghan.

Wherever the word "Contract Administrator" or "Engineer" appears it shall be deemed to mean the Director of Public Works or such other officers as may be authorized by the Authority to act in any particular capacity.

12. Addenda

The Contractor shall ensure that all addenda issued during the tendering period are attached as part of the submitted bid. Failure to do so will result in disqualification of the bid.

13. General Liability Insurance

The Successful Bidder shall provide and maintain during the term of the Contract Commercial General Liability insurance subject to limits of not less than Two Million (\$2,000,000) inclusive per occurrence. To achieve the desired limit, umbrella or excess liability insurance may be used. Coverage shall include but not limited to bodily injury including death, personal injury, damage to property including loss of use thereof, premises and completed operations, contractual liability, contingent employers liability, owner's and contractor's protective coverage, non-owned automobile and contain a cross liability, severability of insured clause. Coverage shall also include explosion, collapse and underground liability. The Municipality is to be added as an additional insured but only with respect to liability arising out of the operations of the Named Insured.

14. Licensed Motor Vehicle Dealer

The successful tenderer shall be a Licensed Motor Vehicle Dealer in Ontario and shall provide a copy of the dealer's license within ten (10) calendar days of receiving acceptance notice. Failure to provide such proof may result in the cancellation of the contract.

15. Withdrawal of Tenders

A tenderer may withdraw his/her tender upon delivering a letter of withdrawal prior to the closing date and time.

16. Notification of Acceptance

Notification of Acceptance of tender shall be by telephone and written form. The date of Acceptance of Tender shall be the date the notice is mailed to the successful tenderer.



**Supply, Delivery and Installation of
GPS/AVL Hardware and Software
Qualifications and References**

T-PW-19-02

QUALIFICATIONS

The Authority reserves the right to reject the Tender of any bidder who does not furnish satisfactory evidence of sufficient capital, resources, equipment and experience to successfully undertake and complete the work in the specified time.

Tender's will be evaluated from firms or individuals that can demonstrate that they have the necessary staffing, facilities, experience, ability and financial resources to perform the work in a satisfactory manner. Proven track record must be demonstrated. The Township reserves the right to inspect the bidder's facility and to perform such investigations as may be deemed necessary to ensure that competent personnel and management will be used in the performance of this contract.

Statement A

Please provide a brief description of your firm, clients, history, projects, staff, a company description, exact location and address. Company contacts – Communication – Provide a list of direct contact personnel, c/w phone numbers, fax numbers and e-mail addresses. All persons involved must be an employee of the bidder (no contractors permitted). Complete details of your firm, including the names, titles, experience and qualifications of the staff to be assigned to carry out the work on the contract.

Statement B

Provide a list of Client References and a list of clientele, your firm's experience in similar projects within the past 2 years. Provide contact names and phone numbers and some description of the project and scale.

Statement C

The Township is requesting additional information pertaining to the Tender based on the Tenderer's past experience and understanding of this project. Please provide an outline of product(s) and services to be provided, overview on how the project will be managed, full description of warranty details, and technical service availability. In addition please provide description of the approaches that will add value to the service priced, and details of any training and instruction that will be offered to the Township. The proponent may also supply any additional supporting information in this section.



**Supply, Delivery and Installation of
GPS/AVL Hardware and Software
Specifications
T-PW-19-02**

Specifications

Tender T-PW-19-02

All specifications can have equivalents but need to be approved by the Director of Public Works or his/her agent.

Specification	Y/N	Comment
Hardware must be non-proprietary hardware that can be implemented on multiple AVL systems with published or vendor available communication protocols.		
Hardware must have a 3-axis accelerometer to detect and indicate harsh acceleration and braking events in real time.		
Hardware must have onboard non-volatile permanent memory capable of storing a minimum of one month's worth of data. In situations where communication is lost or interrupted, the collected data must be stored and transmitted immediately once communication has been re-established by entering an area with cell coverage.		
Hardware must be able to report real-time events such as ignition on/off, I/O state changes, harsh events, excess RPM and speed, etc. Hardware must also be able to report every 1 second while moving or stopped and every 15 degree change in GPS heading (Recommended default of 15 second reporting).		
Hardware must use true GPS signals for position. Hardware may not use assisted GPS positioning off cellular triangulation.		
Hardware must be remotely configurable over-the-air.		
Be designed to withstand typical power surges that may occur within a vehicle's electrical system.		
Modem must operate on the 4G/LTE cellular network with transmission of data via TCP/IP connection.		
Modem must report every 30 degree change of radius.		
Modem must have ability for remote pendant for employee safety.		
Hardware and software should be manufactured in Canada and all data hosted and served in Canada. Modems manufactured outside of Canada will not be accepted.		

Specifications

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Specification	Y/N	Comment
Hardware must have at a minimum one (1) RS232 serial port, one (1) micro USB port, one (1) dedicated CAN-BUS ECM port, one (1) dedicated Driver-ID port, four (4) input connection points, and five (5) output connection points.		
Hardware must have Wi-Fi and Bluetooth wireless connections. Wi-Fi must provide Internet access via cellular data connection. Wi-Fi must be configurable with defined SSIDs and passwords. Wi-Fi must also be configurable to not broadcast SSID.		
Hardware must be able to utilize satellite failover backup in areas outside of cellular range.		
Hardware must have a backup battery used for detection of loss of GPS or power. The AVL/GPS system must be able to send alerts via SMS and email to selected contacts when tampering is detected.		
Hardware must be installed inside a tamperproof case.		
ECM cables must be direct cabling with no 3rd party hardware inline between the AVL modem and the vehicle ECM port.		
Hardware must be able to operate effectively in vehicles having operating temperatures from -40 degrees Celsius to +85 degrees Celsius with a humidity level of 95%.		
Hardware must be FCC certified.		
Hardware must be able to interface with an IP enabled dash camera to provide image transfer to client server.		
A windshield mountable GPS and communications antenna is required to reduce tampering. All antennas and cables must be suitable and provided for simple and permanent vehicle mounting without affecting other vehicle components or operating systems. An on-site contact person to oversee installs, training sessions and support must be provided. This person must reside less than 150 km from Millbrook, ON.		

Specifications

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Specification	Y/N	Comment
Installers must have a minimum of two years of installation experience.		
System components that are installed by third party agencies will not be accepted.		
The Vendor must provide a parts list for each piece of equipment supplied. The parts list shall identify the manufacturer(s), model/part number, address and contact information.		
The proposed solution must provide a minimum of three references for each type of hardware and equipment recommended by vendor.		
Advanced Winter Operation Vehicles		
The system must provide an in-vehicle unit to be connected to the spreader control system in each vehicle and it shall extract all relevant data from the spreader.		
<p>The system must be capable of monitoring and storing real-time actions of each individual snow plow, including all data output from the spreader control unit. The minimum data collected must include:</p> <ul style="list-style-type: none"> • Date/Time • Operator ID • Vehicle ID • Vehicle Location • Vehicle Ground Acceleration (speed rate) • Spread Rate • Blast on/off • Spreader Pausing • Material Accumulator Totals • Plow Positioning (up/down) • Wing Positioning (up/down) • Electronic spreader (on/off) • Travel Time • Total Distance Travelled 		
The system must include sensors capable of accurately and simultaneously detecting all snow plows and wings up or down positions. These sensors will be self-contained and mounted inside the cab.		

Specifications

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Specification	Y/N	Comment
Hardware must be certified on all major carriers. Modems will be required to utilize different cellular carriers, depending on the region, to provide the best available coverage for the entire fleet.		
Cellular daughterboard of modem can be removed/replaced if customer desires to change cellular provider or upgrade.		
CTM 200 Device		
RS232 inputs – one for spreader and 1 for RoadWatch integration		
Tamper proof tinted case		
Contractor Application		
An application must be available on the Google Play and iOS store that allows the client to track contractor activity through the use of the contractor’s cellular devices. Items such as location, speed, and heading must be tracked. Data transmissions should be every 15 seconds while moving or every 15 degree change in GPS heading.		
Online Cloud Based Application		
The system offered shall be a cloud web-based solution for remote configuration, management and update series for the maintenance of GPS telematics. Vehicle positions and status automatically update on screen without any input from the end-user.		
Any mapping software used (ie Google Maps) must be officially licensed from provider.		
Asset tracking data shall not be routed through any country other than Canada. Cloud based servers must also be physically located within Canada.		
Data Storage must be within Canada on a cloud server, backup and archiving on a regular interval to ensure all available data can be retrieved, re-used and audited as needed.		
Provide a complete screen refresh within 15 seconds and generate reports within 3 minutes for an end-user		

Specifications

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Specification	Y/N	Comment
using any modern Internet capable device and web browser		
End-user system access 24/7 (24 hours a day 7 days a week) via any web browser connected to the Internet.		
The system must be capable of showing, in real time, the Automatic Salt Control (ASC) data, as well as generate suitable reports based on available spreaders. This data can include such things as set/actual rates, total material dispensed as well as trip and/or seasonal totals.		
The solution offered shall have the ability to organize vehicles, employees and users in a multi-tier organization. The solution must include the ability to report performance metrics rolled-up at different hierarchical levels and the ability to drill-down and across the hierarchy to investigate trends and anomalies.		
The system shall support user-configurable vehicle identification of up to a minimum of eight alphanumeric characters and be expandable to add additional fleet units and components for the next 10 years.		
Information data stored by the system shall be accessible on-line for a period of up to two years and maintained in a data warehouse beyond two years. Data shall be accessible by request for a minimum of 7 years without additional cost. Data older than 7 years shall be made available by request on compatible data storage devices. The maximum latency period between the most recently collected data and the time that it is entered into the data warehousing system shall be no more than 30 seconds and no more than the normal latency afforded by the network being used.		
Daily backups shall be created.		
The system will provide an unlimited number of user accounts and contacts.		
Must utilize SSL (Secure Socket Layer) internet		

Specification	Y/N	Comment
security (i.e. accessible via https).		
Will not be limited to a specific browser or version(Google Chrome, Internet Explorer, etc.).		
Supports GIS/ESRI data and application integration and mapping with the ESRI connection such that maps can either be hosted or preferably, linked to the client's ESRI database so that when changes are made they are made on the mapping platform for the AVL at the same time.		
<p>Must give end user full administration rights for:</p> <ul style="list-style-type: none"> • Adding/editing user accounts and asset contacts • Easily managing account privileges and profiles across all user groups • Input/output configuration and labeling • Hardware setup and management for AVL, satellite asset tracking and lone worker/personnel tracking • Complete asset management including renaming, hardware and contact assignments 		
The primary display of the hosted solution shall be a computerized map view in real time of the entire client fleet; the most recently communicated status of vehicles. The map shall include highway identifiers including other linking roads. Vehicle icons will rotate to display proper movements and direction of travel.		
Icons must accurately represent the associated asset meaning a plow truck is a plow icon and not a triangle or other descriptive shapes.		
Graphics software which will display tracing of the vehicle movements in real-time on a computerized road map; this map shall accurately represent the department's base map and any other significant geographical features; the map shall include highway identifiers including other linking roads. Vehicle icons will rotate to display proper movements and direction of travel.		
Reports		
Report capable of showing every message sent to the application.		

Specifications

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Specification	Y/N	Comment
Ability for authorized system users to input purchase/acquisition costs for materials utilized in winter operations which include but are not limited to the following: salt, treated salt, sand and brine.		
Ability for authorized system users to set up vehicle types (makes and models) and input vehicle operational costs for each vehicle type including but not limited to the following: Operational Cost per Hour, Fuel Cost per Hour, Fuel Cost per L (or Gal), and Labour Rate (for drivers).		
A report capable of displaying the client's routes and showing over what portion of a route, or combination of routes, has been plowed, had material applied, been travelled, been swept or has had a combination of these attributes completed (ie. Which roads have been both plowed and salted). The report should be able to be run from the present to as far back as the client wishes. The roads should be coloured in if completed and the colour should start to fade if the route has been completed further back in time, until becoming white if the road had been completed over the selected time interval. Routes should be able to be directional. The report must also show the percentage of the route that has been completed over the selected time interval.		
Report capable of showing the amount of material dispersed by a vehicle over a given period of time.		
Report that automatically calculates total vehicle costs over a user specified period. At a minimum the report should provide the operational costs, labour costs, fuel costs and material costs incurred over a winter event across the entire fleet of vehicles.		
A Route service report, showing the streets that have been plowed and the streets that had material applied over a live map.		
Report showing events where a vehicle has exceeded a selected speed when a spreader is dispersing material.		

Specification	Y/N	Comment
A fleet utilization report for all vehicles within a fleet, showing the engine hours, odometer, the amount of fuel used, the run time and the idling time.		
Report showing all active ECM trouble codes across the fleet of vehicles.		

Installation, Training and User Support Requirements

On-site training will be provided twice a year plus webinar training is included to unlimited users.

Must have a 24/7 offsite call centre support service. Software user’s guides must be accessible through the secured AVL Software for step by step training sessions. A hard copy of the user’s guide must be provided at the award of the contract. An on-site contact person to oversee installs, training sessions, and a contact for any issues and or concerns. This person must be locally established and residing in Ontario (maximum distance from Township Public Works facility of 150 km) and shall remain with the term of the contract. Modules and assemblies shall be connected using standardized durable, positive-locking, quick connectors. Weatherproof connectors shall be supplied for all connections exposed to the exterior or wet exposed areas.

It shall be the responsibility of the vendor to properly locate and install all vehicle equipment that form complete and fully working and compliant system. All equipment shall be installed in a manner that allows for simple replacement in the event of failure. All installations shall be done by licensed and trained technicians fully qualified to install and test the components offered.

Equipment shall allow for easy installation in vehicles without major disassembly of the vehicle. The modem will be installed under the dashboard, and is hidden from view where possible. Power to the units is provided by a 12 or 24 volt source, connecting to only 3 wires: Power, Ground, and Ignition. Connection to a vehicle OBD terminal will require confirmation with the vehicle manufacturer data specifications and compatibility requirements.

Must come with a ruggedized bracket for easy mounting and un-mounting of modem from the vehicle for the purpose of servicing or repair.

Must be mounted in vehicle inside a protective case which can easily display led light indications off the modem to ensure proper functionality.

Secure mounting of the unit inside the vehicle’s cab is required with an environmental tamper-proof casing system is required.

In-vehicle system components shall be similar in mounting characteristics and inter-unit cabling across the entire fleet, so that a specific piece of equipment will be installed with minimal modification in any of the vehicles for which it might be used.

All devices shall contain an easily accessible circuit breaker that will remove power from the equipment when tripped.

All electrical equipment shall be grounded. Wire splices are not permitted. Where wires pass through openings, appropriate protection shall be provided to protect the integrity of the wiring insulation.

All terminations and cables shall be clearly indexed, labelled and schematically identifiable.

When components are connected to each other through individual wires, the wiring shall be incorporated into a wiring "harness," where each branch of each circuit can be separated from others for troubleshooting.

Protection shall be provided against two way radio frequency and electromagnetic interference (RFI/EMI) emission sources, as well as internal conductive or inductive emissions.

Where electronic equipment is not already equipped, the vendor shall be responsible for securing Underwriters Laboratories, Canadian Standards Association (CSA) and other electrical certifications, and shall be responsible for any costs associated with the certification process and/or inspections.

Operation of equipment shall not affect or be affected by vehicle components, such as engine ignition, or other on-board equipment including computers, vehicle power supplies, radios, automatic vehicle identification systems, and on-board data collection and processing equipment.

Operation of equipment shall not be affected by the electromagnetic fields generated by utility transmission lines, by an overhead catenary at distances as close as eight metres, or by local power distribution lines at distances as close as 15 metres.

Device Auto-Association - The solution must be capable of auto-associating the device to the vehicle based on vehicle VIN as reported over the OBD or other data port. The system must also be capable of reporting on or fully dis-associating the device from the vehicle when the device is unplugged from the OBD port.



**Supply, Delivery and Installation of
GPS/AVL Hardware and Software**

General Conditions

T-PW-19-02

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1. Supplier Definition

The person or company signing this tender shall be considered the Supplier.

The Supplier shall ensure that his/her employees, agents or subcontractors shall be properly trained to perform the work specified in this tender.

2. Federal, Provincial, Municipal Laws

The Supplier and his/her agents shall strictly adhere to all Federal, Provincial and Municipal Regulations, Legislation and By-Laws.

It shall be the Supplier's responsibility to obtain the current revisions of applicable Acts, Laws and By-Laws.

3. Township of Cavan Monaghan Indemnification from Liability

In delivery of the tendered item, the Supplier shall indemnify and save harmless the Township of Cavan Monaghan from and against all claims demands, losses, costs, damages, actions, suits or other proceedings by whosoever made, brought or prosecuted in any manner based upon, occasioned by, or attributed to any such damage, injury or infringement.

4. Contract Time and Liquidated Damages

(1) Time

Time shall be of the essence of this contract.

(2) Contract Schedule

The Supplier shall supply and deliver the equipment specified in this contract on or before **September 1, 2019.**

(3) Liquidated Damages

It is agreed by the parties to the contract that in case all the work called for under the contract is not completed by the delivery date as set out herein, a loss or damage will be sustained by the Authority. Since it is and will be impracticable and extremely difficult to ascertain and determine parties hereto agree that the Contractor will pay to the Authority the sum of **\$500.00** as liquidated damages for each and every calendar day's delay in achieving completion of the work in excess of the number of working days prescribed. It is agreed that this amount is an estimate of the actual loss or damage to the Authority which will accrue during the period in excess of the prescribed number of working days.

The Authority may deduct any amount under this paragraph from any moneys that may be due or payable to the Supplier on any account whatsoever. The liquidated damages payable under this paragraph are in addition to and without prejudice to any other remedy action of other alternative that may be available to the Authority.

5. Supplier's Equipment

The Supplier shall ensure that any and all equipment, whether owned, rented or contracted, shall be mechanically fit and capable of performing the work specified in this tender.

6. Method of Payment

Upon completion of the contract, the Supplier shall submit an invoice to the Township of Cavan Monaghan. Such invoice shall specify the equipment supplied and the value thereof according to the terms of the contract and shall include all applicable taxes.

Terms shall be thirty (30) days net from the date the Contractor's invoice is received by the Township of Cavan Monaghan.

The Township shall hold back 10% of the total invoice. Upon final inspection and approval, by the Public Works Director, or his/her agent, the 10% holdback will be released to the tenderer.

7. Warranty

The Warranty shall be detailed in the tender document specifying the number of years/kilometers that individual parts and service that will be warranted as per the manufacturers guidelines.