

REQUEST FOR PRICING Community Hanging Flower Baskets

Region of Queens Municipality is seeking proposals from qualified contractors to install, maintain, and remove hanging flower baskets within Queens County in the summer of 2023.

Fifty (50) large flower baskets are required to be installed during the week beginning June 26, 2023 and will remain in place until approximately September 18, a period of 12 weeks. Exact locations for the baskets will be provided on a map prior to contract start date, but are anticipated to include:

- Six (6) in Caledonia along Highway 8 (to be confirmed)
- Six (6) in Greenfield along Highway 210 (to be confirmed)
- Thirty-eight (38) or the balance, in Liverpool, along Main St., Market St., Henry Hensey Drive, and Bristol Avenue.

The baskets require to be collected from the supplier in Chester, NS when ready for pickup, installed by safe and appropriate means on existing utility pole hangers, watered as required during the display period, removal from the hangers, content disposed of appropriately, and the emptied baskets returned intact to the supplier at the end of the season.

Proposals should demonstrate knowledge and experience of safe working methods, and of suitable plant care by:

- briefly describing the equipment that will be used to carry out of the work,
- briefly describing the method that will be used to properly install, maintain and remove the baskets, and
- indicating the frequency of service by which plant health will be maintained.

Prior to being accepted as an approved supplier of this service, the successful vendor must supply proof of commercial general liability insurance of no less than \$5 million with the ability to add the Municipality as an additional insured. As well, the vendor must provide proof of worker's compensation coverage for its employees. Both of these insurances must be maintained throughout the contract period.

The Municipality reserves the right to accept any proposal for services, or to deny all received proposals. Similarly, the Municipality reserves the right to negotiate with multiple vendors, if significant cost savings would be effected by doing so.

The successful vendor shall not assign this contract under any circumstance without the express written authorization of the Municipality.

The Municipality reserves the right to cancel this arrangement should the successful vendor become unable to safely carry out the requirements of the contract or fails to provide any required documentation within seven days of a written request from the Municipality.

Price quotations must be received by **May 26, 2023, by 12:00 noon local time**, marked for the attention of Richard Lane, by email to rlane@regionofqueens.com, or in person at 249 White Point Road, Liverpool, NS. Once submitted, all price quotes must be open for acceptance for 30 days.

Brief description of equipment, working method, and service frequency:

Total net price to provide this service in full for 2023: _____

Total HST for this service: _____

Total cost inclusive of HST: _____

Company Name: _____

Authorized Legal Representative: _____

Phone Number: _____

E-mail address: _____

Signature: _____ Date: _____