



361A Old Finch Ave.
Toronto, ON M1B 5K7
www.torontozoo.com

Tel: 416-392-5900
Fax: 416-392-5934

Chair
Councillor Paul Ainslie

Chief Executive Officer
John Tracogna

Chief Operating Officer
Robin D. Hale

2017-04-03

**REQUEST FOR QUOTATION
SUPPLY, DELIVERY AND INSTALLATION
OF SURGICAL LIGHTS
RFQ 17 (2017-04)**

The Toronto Zoo invites you to submit a quote for the supply, delivery and installation of surgical lights in the new Wildlife Health Centre, Toronto Zoo, 361A Old Finch Ave., Toronto, ON, M1B 5K7.

The Quotation package includes Instructions, Terms & Conditions, Specifications, and Forms. Quoted prices shall remain in effect for a period of ninety (90) days from the Quotation due date.

Due Date: Your quotation must be completed, and received by the Supervisor, Purchasing & Supply, Toronto Zoo, Administrative-Support Centre, 361A Old Finch Ave., Toronto, Ontario, M1B 5K7 by:

Thursday 2017-04-20, 1200 hours (noon, local time)

The Board of Management of the Toronto Zoo reserves the right to reject any or all quotes or to accept any quote, should it deem such an action to be in its interests.

If you have any queries regarding this request for quote - please contact Peter Vasilopoulos, Supervisor of Purchasing & Supply, 416-392-5916.

Yours truly,

Paul K. Whittam
Manager, Financial Services

Table of Contents

SECTION	DESCRIPTION	PAGE (S)
	Invitation Letter	1
	Table of Contents	2
1.0	Instructions	3
2.0	General Requirements	4
3.0	Terms & Conditions	6
4.0	Submission Forms	10
	Submission Label	12
	Notice of No Bid	13
Appendix A	Reference	14
Appendix B	Sub-Contractors Form	15

1. INSTRUCTIONS

- 1.1 Ensure that you have received all **15** pages of the RFQ package.
- 1.2 Complete ALL FORMS in section 4.0 and return by due date and time received on or before **Thursday 2017-04-20, 1200 hours (noon, local time)** or your Quotation will not be considered. Include signed copies of any addenda with your proposal package.
- 1.3 If it becomes necessary to revise any part of this RFP, the revisions will be by Addendum posted electronically in Adobe PDF format on the Toronto Zoo's website. Bidders and prospective bidders should check the site frequently for any updated information and addenda issued, before the closing date and time.
- 1.4 Quotations must not be submitted by facsimile, email or any other electronic format.
- 1.5 Show itemized cost of HST if applicable
- 1.6 All Prices submitted shall be quoted in Canadian currency exclusive of all taxes, F.O.B. destination to the site name herein, with all freight, import duties, brokerage and other costs included.
- 1.7 Use the attached submission label, when you submit your response in a sealed envelope or package and deliver to the Toronto Zoo.
- 1.8 Quotation prices shall remain in effect for a period of ninety (90) days from the Quotation due date.
- 1.9 Include product information, samples, and pictures, as necessary.
- 1.10 If applicable, suggested alternative products are acceptable, however all such products must be quoted separately and should not replace the Toronto Zoo requested product, work or service.
- 1.11 It is the responsibility of the Bidder to understand all aspects of the RFQ and to obtain clarification if necessary before submitting their quotation.
- 1.12 For any questions concerning the contract terms and conditions of this RFQ, please contact:

Peter Vasilopoulos
Supervisor, Purchasing & Supply
Tel: 416-392-5916
Fax: 416-392-6711
E-mail: pvasilopoulos@torontozoo.ca

RFQ 17 (2017-04) – SUPPLY, DELIVERY AND INSTALLATION OF SURGICAL LIGHTS

Specifications

2.0 GENERAL REQUIREMENTS:

The Toronto Zoo invites you to submit a quote for the supply, delivery and installation of surgical lights in the new Wildlife Health Centre, Toronto Zoo, 361A Old Finch Ave., Toronto, ON, M1B 5K7 in accordance to specifications and drawings for room WH1003 and WH1004.

2.1 Requirements and Specifications

The following are the detailed minimum requirements and specifications expected to achieve the desired performance and meet the research project objectives.

Proponents are encouraged, based on their expertise and knowledge, to make recommendations or suggestions on how best to support this project and achieve deliverables.

2.2 Instructions:

Proponents are to indicate if the requirement or specification is met and provide comments in the space provided.

1. General

	DESCRIPTION	YES / NO	COMMENTS
1	Acceptance testing will be required.		
2	Lighting system(s) must meet CSA/ULC standards		
3	Operator and technical manuals are included.		
4	Most current models of surgical lights		

2. Surgical Room - Two light heads (Dual Surgical Light Head System

	YES / NO	
Single color, 4300 K		
160,000 lux output		
LED Life Expectancy, 50,000 hour-rated LED life		
Each 140,000 lux or greater output at 1 meter		
Key pad controls on light head on/off, Intensity dimming (50-100%), ambient lighting, booster		
Focusable size of light field with sterile handle, up to 28 cm or greater; intensity dimming and booster in sterile handle desirable		
Good shadow reduction, > 60% light intensity with one shadow desirable		
Third arm for owner-supplied video camera All required hardware and cabling from camera to data port		

on support beam Transformer in housing (regular power receptacle on support beam)		
Optional items		
Sterile handle Fitting to the support beam (see attached documents) in a neat manner		
Voltage		

3. Treatment Room Light (for use over the Fixed “Dry” Examination Table) - Two light heads (Dual Surgical Light Head System)

DESCRIPTION	YES / NO	COMMENTS
Single color, 4300 K		
160,000 lux output		
LED Life Expectancy, 50,000 hour-rated LED life		
Each 125,000 lux or greater output at 1 meter		
Key pad controls on light head - on/off,		
Focusable size of light field with sterile handle		
All arms and heads fully adjustable and maneuverable, but no drift		
Transformer in housing (regular power receptacle on support beam)		
Accessories Sterile handle		
Fitting to the support beam (see attached documents) in a neat manner		

4. Mobile Procedure Single Light Head c/w lockable castors (for use over the Fixed “Wet” Examination Table, and out on the Zoo site)

DESCRIPTION	YES / NO	COMMENTS
Single color, 4300 K		
LED Minimum lifetime 50,000 hours		
70,000 lux or greater output at 1 meter		
Key pad on light head – on/off		
Focusable size of light field with handle		

5. Warranties and Services

DESCRIPTION	YES / NO	COMMENTS
Minimum one (1) year warranty, all parts and labour included for the entire system.		
Warranty effective after 30-days problem-free operations after final acceptance (installation and commissioning/certification) signed by user.		
On-site warranty / service to include all parts and labour (including travel), and scheduled preventative maintenance.		
List of parts covered by the warranty/service including expected usage and replacement costs.		
Qualified / certified technical support provided.		
Local service resources are available.		
On-site services provided by a non-resident of Canada are subject to withholding taxes.		

6. Delivery, Installation and Training

DESCRIPTION	YES / NO	COMMENTS
Installation by certified factory trained technical person.		
Testing, commissioning and certification (if required) with final acceptance signed by user.		
In person introduction and training on the surgical lights by a Toronto based specialist.		
Provide, if any, site preparations and/or service requirements.		
Freight (Incoterms 2000) – DDP (Delivered and Duty Paid) including crating and uncrating.		

2.3 Evaluation of Bids Received

- a. Price including early payment discount.
- b. Technical and specification merits.
- c. Capacity and ability of the bidder to deliver the goods or services.
- d. Previous performance with the Toronto Zoo.

**RFQ 17 (2017-04) – SUPPLY, DELIVERY AND INSTALLATION OF
SURGICAL LIGHTS**

Terms and Conditions

Page 7 of 15

3.0 TERMS AND CONDITIONS

- 3.1 **Definitions:** Wherever used in the Quotation the word “Board” means the Board of Management of the Toronto Zoo and the word “Vendor” means the person or persons or Corporation to whom the purchase order is issued.
- 3.2 **Vendor Assurance:** Unless otherwise stated, the goods, material, articles, equipment, work or services, specified or called for in or under this Quotation, shall be delivered or completely performed, as the case may be, by the Vendor as soon as possible and in any event within the period set out herein as the guaranteed period of delivery or completion.
- 3.3 **Country of Origin:** Wherever possible, the goods, services, materials, articles or equipment, specified or called for in or under this Quotation, shall be of Canadian origin and manufacture.
- 3.4 **Delivery:** The prices stated in this Quotation cover the services, material, articles or equipment referred to herein, being delivered F.O.B. destination, freight, express, duty and all other charges prepaid, unless otherwise indicated herein. A detailed delivery ticket or piece tally, showing the exact quantity of goods, material, articles or equipment shall accompany each deliver. A receiver’s receipt shall not bind the Board to accept the goods, material, articles or equipment covered thereby, or the particulars of the delivery ticket or piece tally therefor. The Vendor shall not be entitled to any interest upon any bill due to delay in its approval by Chief Executive Officer (CEO) of the Toronto Zoo or his designate.
- 3.5 **Invoicing:** Unless otherwise indicated herein, the prices stated are payable in Canadian Funds at the head office of the Board. Harmonized sales Tax applicable shall be shown as a separate item. The Vendor’s HST registration number must be indicated on the invoice.

The Vendor shall clearly show any special charges such as packaging and freight, where applicable, as separate items on the invoice.

Payments to non-resident Vendors may be subject to withholding taxes under the Income Tax Act (Canada). Unless a non-resident Vendor provides the Board with a letter from Revenue Canada, Taxation waiving the withholding requirements, the Board will withhold the taxes it determines are required under the Income Tax Act (Canada).

- 3.6 **Notice of Delivery:** The Vendor shall notify the Purchasing Agent of the Board at the address given for the mailing of invoices, in writing as soon as possible of the details of the shipment of the goods, materials, articles or equipment.
- 3.7 **Right to Cancel:** The Board shall have the right to cancel at any time this Quotation or any contract or any part of any contract resulting from this Quotation in respect of the goods, material, articles, equipment, work or services set out in this Quotation or any such contract or part of such contract, not delivered or performed at the time of such cancellation, and the Board will not be responsible to make any payments in respect of any such goods, materials, articles, equipment, work or services and shall not incur any liability whatsoever in respect thereto.

In the event that the Vendor fails or neglects by any act or omission to comply with any of the conditions set out herein, this Quotation or any contract resulting from this Quotation may be unconditionally cancelled by the Board without notice to the Vendor.

-
- 3.8 **Official Agreement:** No verbal arrangement or agreement, relating to the goods, material, articles, equipment, work or services, specified or called for under this Quotation, will be considered binding, and every notice advice or other communication pertaining thereto, must be in writing and signed by a duly authorized person.
- 3.9 **Worker's Rights:** The Vendor shall comply with the conditions of the Board relating to Worker's Rights, a copy of which is available on application to the Manager, Fair Wage and Labour Trades Office, City of Toronto, 18th Floor, West Tower, City Hall, Toronto, Ontario, M5H 2N2 or by phone at 416-392-7300.
- 3.10 **Indemnity:** The Vendor shall at all times well and truly save, defend, keep harmless and fully indemnify the Board, the Toronto Zoo Foundation and their servants, employees, officers or agents, hereinafter called the "Indemnities", from and against all actions, suits, claims, demands, losses, costs, charges, damages, and expenses, brought or made against or incurred by the Indemnities, its or their servants, officers, employees, agents or invitees in any way relating, directly or indirectly, to goods, material, articles or equipment supplied or to be supplied, or to the supplying of goods or services, pursuant to this Quotation, or any other claim, action, suit, demand, loss, cost, charge, damage or expense relating to copyright, trademark or patent with regard directly or indirectly with any such goods, services, material, articles or equipment or the supply or performance thereof.
- 3.11 **Liability for Acts of Vendor Employees, Contractors or Agents:** The Vendor acknowledges responsibility and accepts liability for the acts of any of its employees, contractors and agents while on Toronto Zoo property. The Toronto Zoo reserves the right to request background checks for any individual providing the services requested on behalf of the Vendor.
- 3.12 **Guaranty of Quotation:** All goods, material, articles, equipment, work or services, specified or called for in or under this Quotation, shall be supplied or performed at the price or process and on the basis set forth or referred to in and in accordance with the Offer and this Quotation. The basis on which this Quotation is given shall include any specifications, plans, price schedules, samples, addenda or other details pertaining thereto, or provided in connection therewith.
- 3.13 **Right of Notice:** Any notice that the Board may be require or desire to give to the Vendor shall for all purposes to be deemed to have been sufficiently and properly given and afforded by registered mail addressed to the Vendor at the address shown for the Vendor on this form and shall therefor be presumed to have been received by the Vendor on the third day following such registration.
- 3.14 **Formal Contract:** The Vendor may be required and shall, if requested by the solicitor for the Board so to do, to execute and enter into a formal contract that is satisfactory to the solicitor for the Board, in order to document the contract resulting from this Quotation and to embody indemnity and related provisions that in the opinion of such solicitor are required to protect the Board.
- 3.15 **Charity Status:** The Toronto Zoo is a registered charitable organization (registration #BN 119216398RR0001) and accordingly may be eligible for preferred pricing which should be reflected in the Quotation as submitted.
- 3.16 **Education Institute Status**
The Toronto Zoo is a registered educational institute and accordingly may be eligible for preferred pricing which should be reflected in the Tender as submitted
- 3.17 **Governing Law**
This RFQ and any Quotation submitted in response to it and the process contemplated by this RFQ including any ensuing Agreement shall be governed by the laws of the Province of Ontario. Any

dispute arising out of this RFQ or this RFQ process will be determined by a court of competent jurisdiction in the Province of Ontario

RFQ 17 (2017-04) – SUPPLY, DELIVERY AND INSTALLATION OF SURGICAL LIGHTS

Submission Forms

Page 10 of 15

4.0 SUBMISSION FORMS:

The undersigned Proponent having reviewed and fully understood the RFP and all terms and requirements of the RFQ and all terms and conditions of the RFP and information provided, hereby submits the attached Proposal and supporting materials (“the Proposal”) in accordance.

I/We, hereby, have received, allowed for and included as part of our submission all issued Addendum numbered _____.

The Board of Management of the Toronto Zoo reserves the right to reject any or all Proposals or to accept any Proposal, should it deem such action to be in its interests.

By submitting a Proposal the Proponent agrees to all of the terms and conditions of this Request for Proposal.

By signing and submitting this proposal, you are agreeing to the release of your proposal information, as deemed necessary by the Board, in order to conduct business associated with this proposal or project

COMPANY INFORMATION	
Company Name:	
Contact Name:	Title:
Signature:	Date:
Address:	
Telephone #:	Fax #:
Email:	Web Site:
GST #:	

4.1 QUOTATION PRICING

Supply and delivery of various surgical lights

PRICE SCHEDULE		
	Description	Price complete excluding HST
	Supply, delivery and installation of veterinary surgical lights in the new Wildlife Health Centre (room WH1003 and WH1004) , Toronto Zoo, 361A Old Finch Ave., Toronto, ON, M1B 5K7 in accordance to specifications and drawings within RFQ.	Make & Model #
	Surgical Room - Two light heads (Dual Surgical Light Head System	\$
1	Treatment Room Light (for use over the Fixed “Dry” Examination Table) - Two light heads (Dual Surgical Light Head System)	\$
2	Mobile Procedure Single Light Head c/w lockable castors (for use over the Fixed “Wet” Examination Table, and out on the Zoo site)	\$
3		
	HST	\$
	Total Price (Item 1, 2 and 3)	\$

COMMITMENT TO DELIVER	YES / NO
Please confirm installation by Friday 2017-05-19	

DISCOUNT	Discount	Days
Discount allowed for prompt payment and period within which invoice must be paid to qualify.	%	

SUBMISSION LABEL

This address label should be printed and affixed to the front of your sealed tender, quotation and proposal envelope/package submission. Toronto Zoo will not be held responsible for envelopes and packages that are not properly labelled or submitted to an address other than the one listed on this label.

Vendor Name

**RFQ 17 (2017-04) - SUPPLY, DELIVERY AND INSTALLATION OF
SURGICAL LIGHTS**

Closing: Thursday 2017-04-20, 1200 hours (noon, local time)

TO BE RETURNED TO

**TORONTO ZOO
C/O SUPERVISOR, PURCHASING & SUPPLY
ADMINISTRATIVE SUPPORT CENTRE
361A OLD FINCH AVE.
TORONTO, ONTARIO
M1B 5K7**

NOTICE OF NO BID

INSTRUCTIONS:

It is important to the Toronto Zoo to receive a reply from all invited bidders. If you are unable, or do not wish to submit a bid, please complete the following portions of this form. State your reason for not bidding by checking the applicable box(es) or by explaining briefly in the space provided. It is not necessary to return any other Request for Proposal/Quotation/Tender documents or forms. Please just return this completed form by fax or by mail prior to the official closing date. Purchasing and Supply Fax Number: (416) 392-6711.

A Proposal/Quotation/Tender is not submitted for the following reason(s):		
<input type="checkbox"/>	Project/quantity too large.	<input type="checkbox"/> Project/quantity too small.
<input type="checkbox"/>	We do not offer services or commodities to these requirements	<input type="checkbox"/> Cannot meet delivery or completion requirement
<input type="checkbox"/>	We do not offer this service or commodity.	<input type="checkbox"/> Agreements with other company do not permit us to sell directly.
<input type="checkbox"/>	Cannot handle due to present commitments.	<input type="checkbox"/> Licensing restrictions
<input type="checkbox"/>	Unable to bid competitively.	<input type="checkbox"/> We do not wish to bid on this service or commodity in the future.
<input type="checkbox"/>	Insufficient information to prepare quote/proposal/tender	<input type="checkbox"/> Specifications are not sufficiently defined
<input type="checkbox"/>	We are unable to meet bonding or insurance requirements.	

<u>Other reasons or additional comments (please explain):</u>

Company Name:	
Address	
Contact Person:	
Signature of Company Representative:	
Date:	
Phone Number:	
Email address	
Fax Number:	



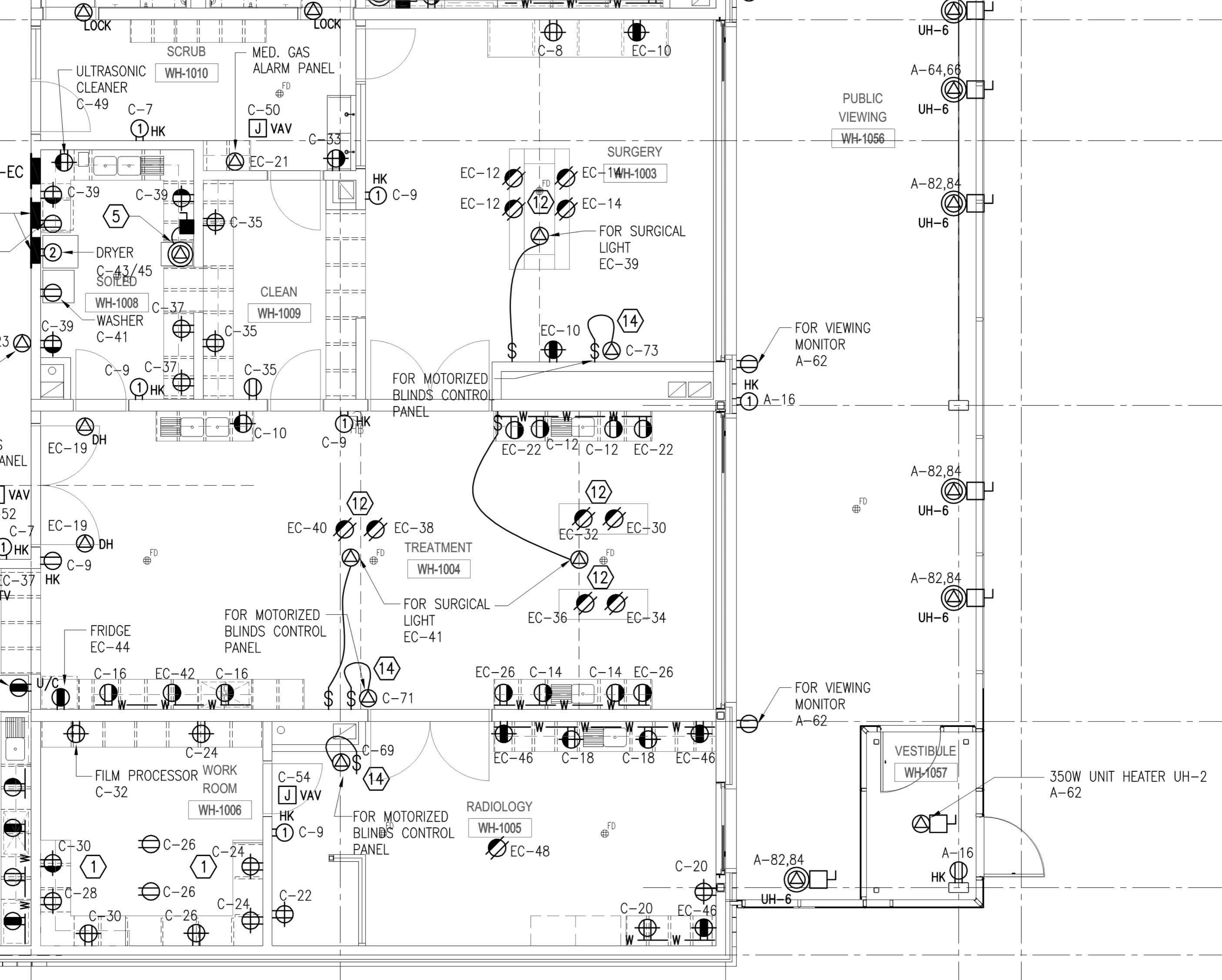
APPENDIX A - REFERENCE FORM

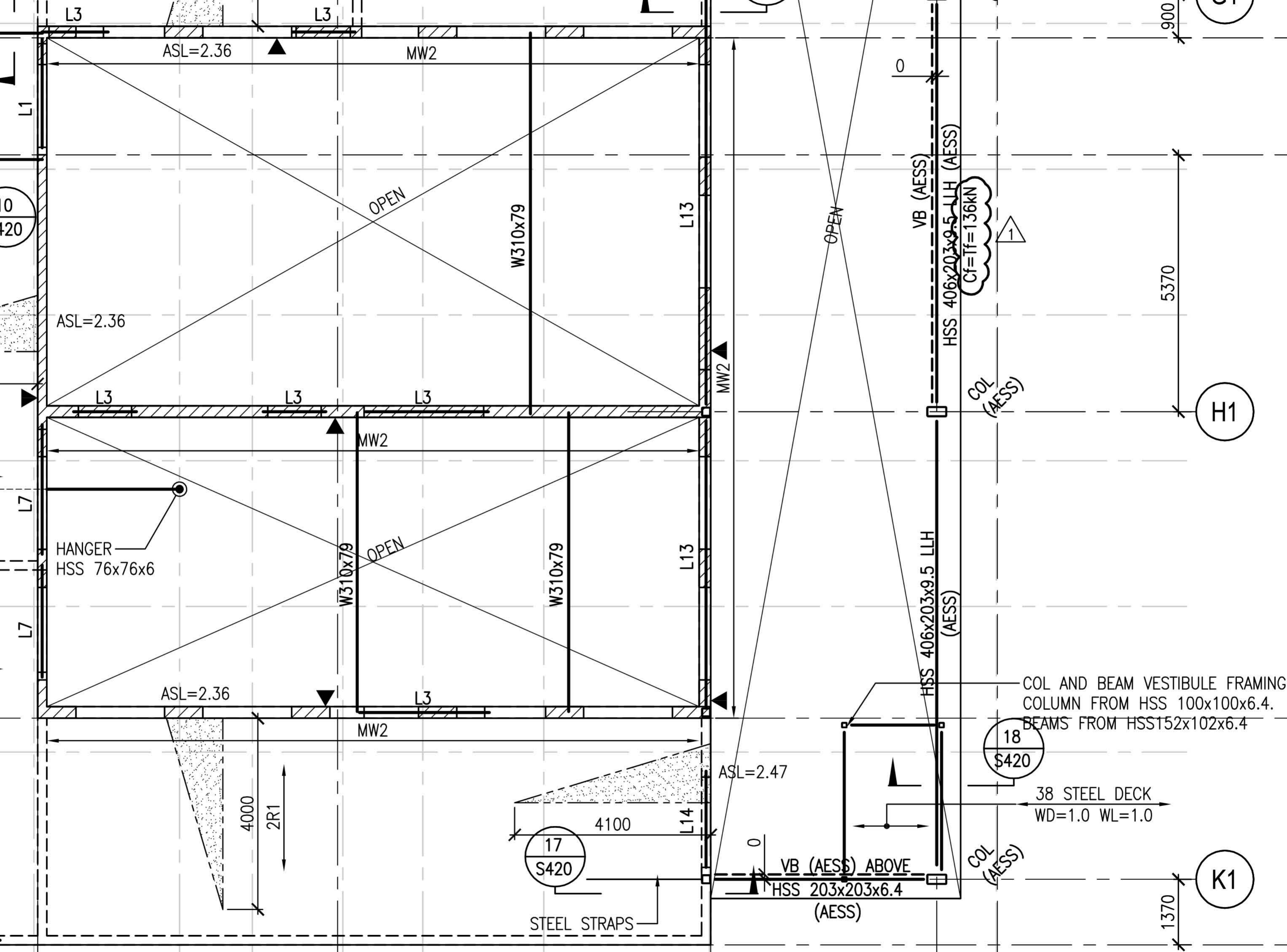
Provide the names of three (3) client reference, noting contact person and telephone number for each that illustrate your company/organization's ability to supply and deliver the goods and/or services required by the Toronto Zoo that are subject to this RFQ within the past four (4) years.				
Contact Name	Company name	Contact Telephone	Brief description of goods or services provided	Value of Contract

By submitting this information, I/We hereby authorize the Toronto Zoo for this RFQ to contact the above listed individuals and companies to verify the information contained in my/our Quotation and to ask whatever questions the Toronto Zoo deems necessary to determine my/our suitability as a Bidder. The information obtained in these additional reference checks will be included in the evaluation of the RFQ submission

APPENDIX B– LIST OF SUB-CONTRACTOR

<p>The Bidder proposes to sublet the following portions of the Work to the persons firms or corporations indicated is listed in full including work to be done by own forces (B.O.F.). The Bidder (Contractor) is responsible for all pricing with all subcontractors.</p> <p>The Bidder submits that in proposing the under mentioned subcontractors, the Bidder has consulted each and have ascertained to our completed satisfaction that those names are fully acquainted with the extent and nature of the work and that they will execute their work with the requirements of the contract documents. The list will be subject to the approval of the Owner.</p>		
Work or services to be provided	Name and address of sub-contractor or person	Telephone





Cf=If=136kN

COL AND BEAM VESTIBULE FRAMING
 COLUMN FROM HSS 100x100x6.4.
 BEAMS FROM HSS152x102x6.4

38 STEEL DECK
 WD=1.0 WL=1.0

VB (AESS) ABOVE
 HSS 203x203x6.4
 (AESS)

COL (AESS)

K1

H1

17
 S420

18
 S420

STEEL STRAPS

4000
 2R1

4100

ASL=2.47

ASL=2.36

HANGER
 HSS 76x76x6

VB (AESS)

HSS 406x203x9.5 LLH (AESS)

COL (AESS)

HSS 406x203x9.5 LLH (AESS)

(AESS)

COL (AESS)

VB (AESS)

HSS 406x203x9.5 LLH (AESS)

COL (AESS)

HSS 406x203x9.5 LLH (AESS)

(AESS)

COL (AESS)

VB (AESS)

HSS 406x203x9.5 LLH (AESS)

COL (AESS)

HSS 406x203x9.5 LLH (AESS)

(AESS)

COL (AESS)

VB (AESS)

HSS 406x203x9.5 LLH (AESS)

COL (AESS)

HSS 406x203x9.5 LLH (AESS)

(AESS)

COL (AESS)

VB (AESS)

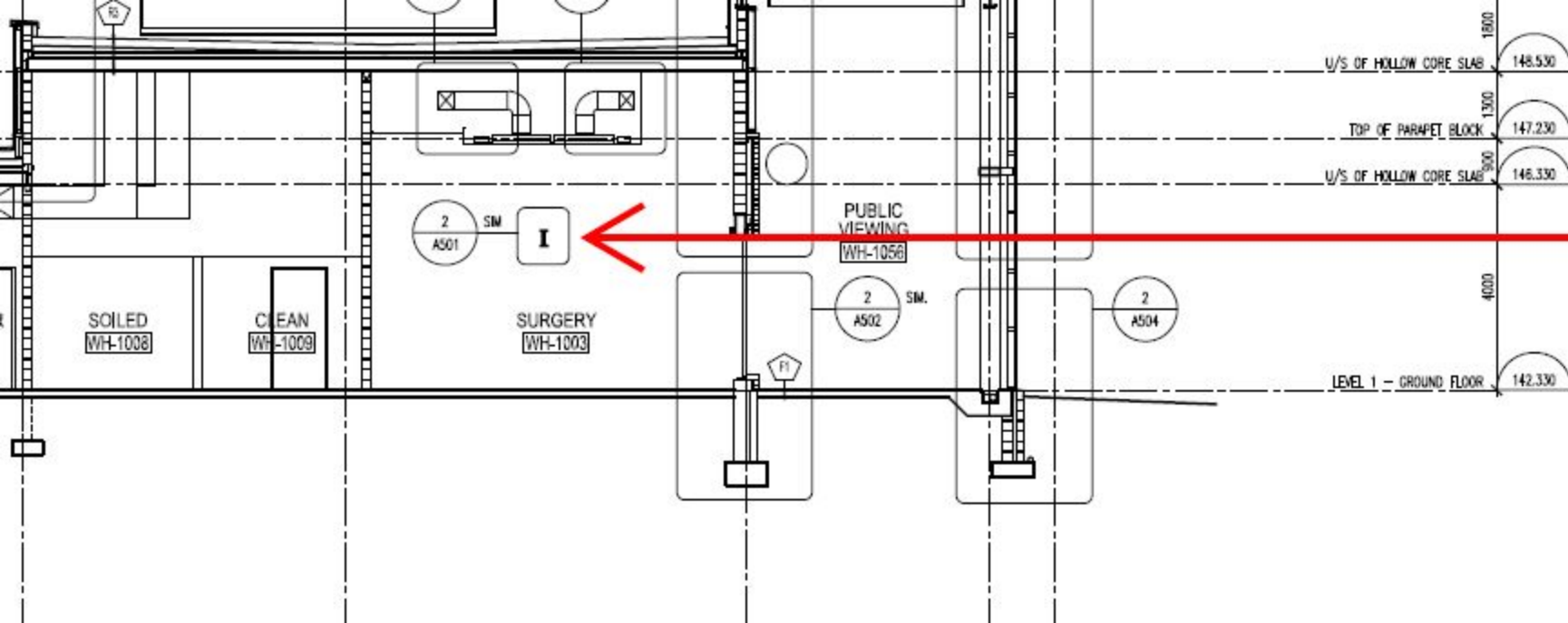
HSS 406x203x9.5 LLH (AESS)

COL (AESS)

HSS 406x203x9.5 LLH (AESS)

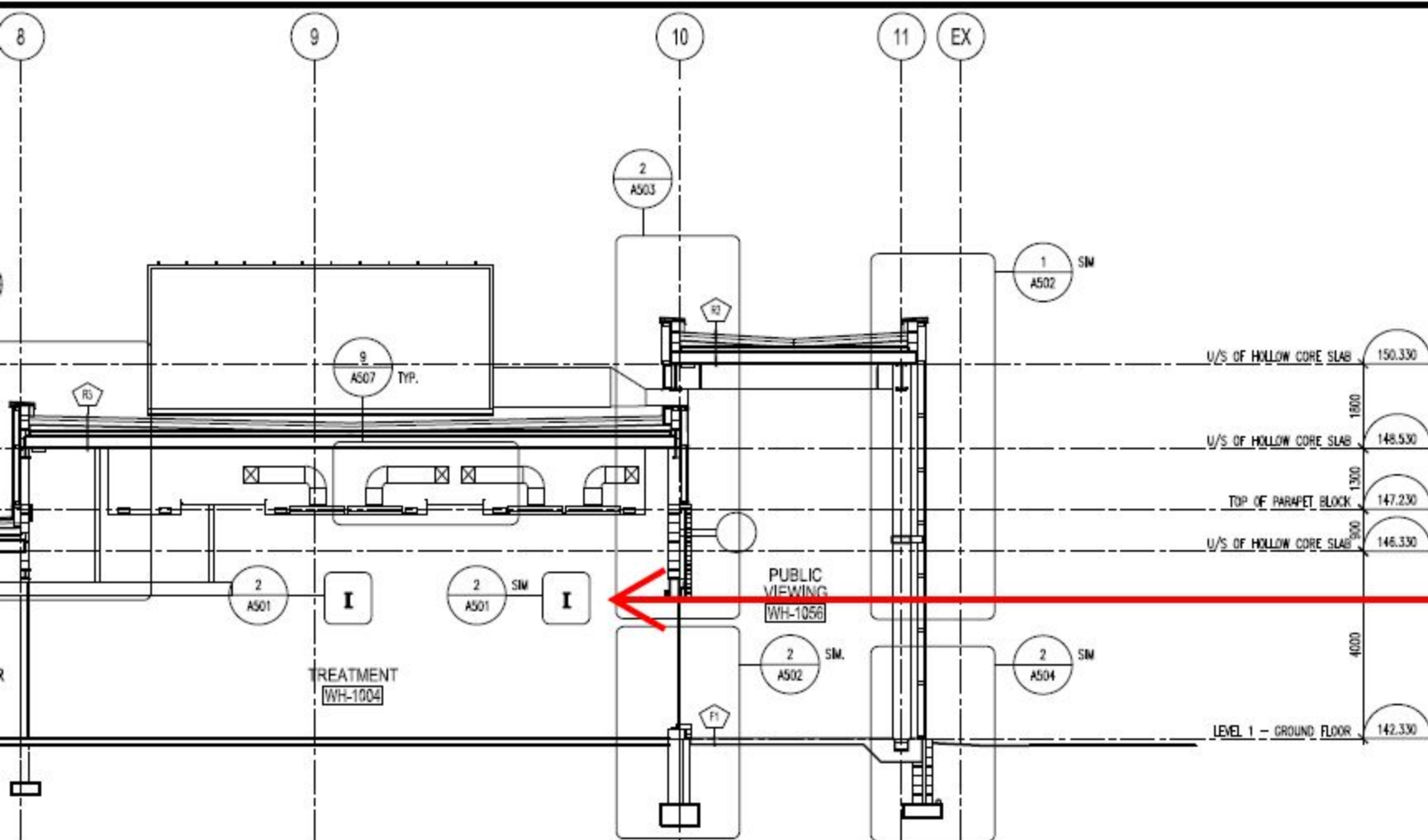
(AESS)

COL (AESS)



Beam for hanging surgery light

BUILDING SECTION
1:100



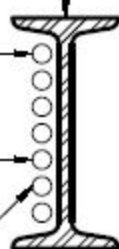
Beam for hanging examination light(s)

STRUCTURAL BEAM, REFER TO
STRUCTURAL DRAWINGS

MECHANICAL LINES TO BE LOCATED ON
WEST SIDE OF BEAM, REFER TO
MECHANICAL DRAWINGS

ELECTRICAL LINES TO BE LOCATED ON
WEST SIDE OF BEAM, REFER TO
ELECTRICAL DRAWINGS

MECHANICAL AND ELECTRICAL LINES TO
BE RUN NEATLY AND SPACED EVENLY
ALONG FLANGE OF BEAM



TREATMENT
WH-1004

2800
TO LEVEL 01 FINISHED FLOOR LEVEL

