

The Corporation of the Township of Jocelyn

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REQUEST FOR PROPOSALS (RFP) - 2026-03

TOWNSHIP OF JOCELYN – Utility Tractor

May 26, 2026

The Township of Jocelyn is requesting proposals for the purchase of a new or used utility tractor that is over 100 horsepower (HP) that will be used primarily for loading sand, snow blowing, snow removal, roadside grass cutting and brushing.

By submitting a proposal, you understand that the Corporation of the Township of Jocelyn does not bind itself to accept the whole or part of any quotation.

Quotations will be accepted until 1:00pm on Wednesday, June 3, 2026

The Municipality is seeking proposals for the supply and delivery of one (1) new or used agricultural/utility tractor suitable for municipal operations including material handling, mowing, grading, snow removal, and general maintenance activities.

Preferred Specifications

The specifications below are preferred but not necessarily required and alternate/additional specifications may be considered and accepted:

UTILITY TRACTOR – BASIC SPECIFICATIONS

Tractor Requirements

- New or used tractor in good operating condition.
- Minimum 100 horsepower engine.
- Diesel powered.
- Four-wheel drive (4WD).
- Powershift or hydrostatic transmission.
- Enclosed cab with heating and air conditioning.
- Adjustable operator seat.
- Work lights suitable for year-round municipal operations (preferred but not required).

Front-End Loader

- Front-end loader included.
- Loader equipped with a general-purpose bucket.
- Loader capacity sufficient to lift a minimum of 1,500 kg (3,300 lbs) at the loader.
- Quick-attach bucket or equivalent preferred.
- Loader joystick controls located within the cab.

Three-Point Hitch and PTO

- Rear three-point hitch.
- Rear PTO, 540 RPM minimum.
- Category II hitch or equivalent.
- Suitable for operation of common municipal and agricultural attachments.

Hydraulics

- Hydraulic system suitable for loader operation and auxiliary attachments.
- Minimum two rear hydraulic remotes preferred.

Tires

- Tires suitable for municipal and general maintenance operations.
- Tires to be in good condition with adequate tread remaining if used.

Condition (Used Equipment Only)

- Tractor shall be fully operational and free from major defects.
- Proponents are recommended to provide:
 - Make, model, and year.
 - Current operating hours.
 - Maintenance history, if available.
 - Description of any major repairs completed.
 - Recent photographs of the unit.

Warranty

- New equipment shall include standard manufacturer's warranty.
- Used equipment shall include available warranty information or dealer guarantee, if applicable.

Manuals and Documentation

- Operator's manual and maintenance information shall be provided.
- All safety decals and equipment shall be in place and legible.

Delivery

- Tractor shall be fully serviced, inspected, and ready for immediate operation upon delivery.
- Delivery schedule shall be included in the proposal.

1. Proposal Submission Requirements

Proposals should include the following:

- 1.1. **Detailed Description** of the equipment offered, including make, model, year, and full specifications. If you are proposing multiple makes/models, please submit a separate proposal for each vehicle.

- 1.2. **Warranty Information**: Please provide details of the vehicle warranty, including any extended coverage options.
- 1.3. **Pricing**: A complete cost breakdown, including any discounts, delivery charges, and potential add-ons.
- 1.4. **Delivery Timeframe**: The expected delivery date for the vehicle(s) after contract award.
- 1.5. **Main points of contact** (Email, phone, address. Etc.)
- 1.6. **Add-ons**: Add on purchases may be provided with their respective costs.

2. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Compliance with minimum specifications/preferences.
- Total cost, including price and long-term value.
- Warranty and service offerings.
- Vendor qualifications and experience.
- Delivery schedule/availability.

3. General Conditions:

If you require more information, call the Township Office, 3670 Fifth Side Road, Jocelyn, ON at 705-246-2025 ex 201 or Fax 705-246-3282.

Proponents shall not rely on any oral statement made by the Township, its elected officials, members of the public, its employees, or its advisors.

DISCLAIMER:

It is the responsibility of each Proponent to ensure that they have received a complete RFP and any subsequent Addendums, if any, that may be issued from time to time.

Proponents are solely responsible for conducting their own independent research, due diligence or other work necessary for the preparation of the response to this RFP.

The Township will not be responsible for any expense incurred by any and all Proponents in preparing or submitting a submission to this RFP or in providing any additional information necessary for the evaluation of the submission made under this RFP. In submitting a response to this RFP, the Proponent waives any right of action or claim against the Township, its employees, its elected officials or advisors.

If the RFP is withdrawn or cancelled at any time the Township shall not be liable for any costs, losses, damages, or expenses incurred in the preparation and submission of a response to the RFP.

It is proposed that the Township will review the proposal(s) received and will make a recommendation for approval of the selected Proponent. The Township of Jocelyn reserves the right to accept any, all, or none of the quotations submitted and award any, all and/or part of the work to any Proponent. To this end, the Township reserves the right to award parts of the project to different Proponents at the sole discretion of the Township.

Any and all proposal(s) received shall become the property of the Township of Jocelyn and are therefore public documents.

ATTENTION: Submissions can be sent via E-mail publicworks@Jocelyn.ca or SEALED ENVELOPES, clearly marked “RFP 2026-03, *Utility Tractor*” will be received by Mr. Andrew Gordanier, Public Works Foreman at the Township Office, 3670 Fifth Side Road, Hilton Beach, ON, P0R 1G0.