



# Request for Proposal (RFP)

## Procurement of One New 1 Ton Pickup Truck

**RFP Number:** 2

**Issue Date:** June 13, 2026

**Proposal Closing Date and Time:** June 26, 2026, at 17:00 MST

**Issuing Entity:** Yaqit ʔa·knuqʔiʔit First Nation

**Contact Person:** Tyler Phillips -Director of Lands and Resources

**Contact Email:** Tyler.Phillips@tobaccoplains.org

**Delivery Location:** Yaqit ʔa·knuqʔiʔit First Nation 5500 village loop road Grasmere BC, V0B 1R0

### 1. Invitation

Yaqit ʔa·knuqʔiʔit First Nation invites qualified proponents to submit proposals for the supply and delivery of one new 1 ton pickup truck for government fleet use. This solicitation is structured as a competitive public procurement for goods using an RFP format that allows evaluation of technical compliance, delivery, warranty, and value in addition to price.

This RFP is intended to obtain best value through an open, fair, and transparent process. British Columbia public procurement guidance requires formal procurements to use approved solicitation templates, and competitive public procurement processes are evaluated against the criteria set out in the solicitation documents after closing.

### 2. Background and Purpose

The procuring entity requires one new 1 ton pickup truck suitable for public works, utilities, parks, roads, facilities, industrial or general fleet operations. The intent of this procurement is to acquire a durable, road-ready vehicle with the features, warranty coverage, and support services necessary for immediate operational use.

The successful proponent will supply a complete, new, current-production vehicle and all required components, documentation, warranties, and delivery services necessary to place the vehicle into service upon delivery.



### **3. Procurement Principles**

This RFP shall be administered in accordance with public-sector procurement principles of openness, fairness, transparency, and value for money. BC guidance states that suppliers are evaluated against the criteria set out in the solicitation, and federal procurement policy requires procurement to obtain the necessary assets in support of program delivery and stewardship objectives.

Proposals must be prepared independently and without collusion. The purchasing authority may require declarations related to independent proposal preparation, conflicts of interest, and compliance with applicable laws and policies.

### **4. Scope of Supply**

The successful proponent shall supply and deliver the following:

- One new 1 ton pickup truck.
- Manufacturer standard equipment and all features required by this RFP.
- Pre-delivery inspection and readiness for service.
- All manuals, warranty documents, keys, and registration-related information required at delivery.
- Delivery to the designated government location.
- Operator orientation or familiarization at delivery, if available.

### **5. Budget**

Proponents must clearly identify the total purchase price and separately itemize the vehicle, optional equipment, freight, pre-delivery inspection, and any applicable taxes or fees. Price of  $\geq$  to \$100k preferred but bids exceeding will be considered.



## **6. Minimum Mandatory Technical Requirements**

To be considered, proposals must meet the following mandatory requirements:

- The vehicle must be new, unused, and from a current production model year.
- The vehicle must be a 1 ton pickup truck or equivalent heavy-duty pickup classification.
- Four-wheel drive.
- Crew cab
- Box length 6.5ft
- Full-size matching spare tire.
- Air conditioning.
- Power windows and power door locks.
- Block heater
- Bluetooth or equivalent hands-free connectivity.
- 10 Ply mud and snow tires (Preferably BFGoodrich KO2 or KO3)
- Standard warranty coverage with full details provided.
- Compliance with all applicable Canadian Motor Vehicle Safety Standards and other laws in force at the time of delivery.
- Delivery timeline stated in the proposal.

## **7. Preferred Technical Requirements**

Preference may be given to proposals that include the following features.

- Crew cab or double cab, four-door configuration.
- 6.5-foot cargo box or similar
- Gasoline engine
- Heavy tow/haul package (Class V hitch receiver heavier springs)
- Heavy-duty mud flaps, running boards, spray-in bed liner, protective floor mats or vinyl floors.
- Utility Package if available (Cargo storage, winch etc.)



*Yajit Pa'knugt'it*

- Heated mirrors, cruise control, adjustable steering column, and similar operator convenience or safety features.
- White or silver exterior colour for fleet standardization.
- Seat covers suitable for an industrial setting

## **8. Warranty and Service Requirements**

The proposal must identify warranty and after-sales support arrangements, including:

- Standard vehicle warranty.
- Powertrain warranty.
- Corrosion or body warranty, if applicable.
- Tire warranty
- Nearest authorized dealer or service centre.
- Estimated service response arrangements.
- Parts availability.
- Any complimentary maintenance or fleet service package offered.

## **9. Delivery Requirements**

The proponent must state the proposed delivery timeline from contract award to delivery at the designated location. Delivery shall include freight, pre-delivery inspection, all keys and key fobs, manuals, warranty documentation, and any required coordination with the purchasing authority.

At delivery, the supplier must provide:

- Vehicle owner and operator manuals.
- Warranty documentation.
- Service and maintenance information.
- Keys and remotes.
- Safety equipment or inspection documentation, if specified.
- Confirmation that the vehicle is ready for fleet service.



## **10. Proposal Submission Requirements**

Proposals should be organized using the following format:

1. Cover letter signed by an authorized representative.
2. Proponent information, including legal name, address, and primary contact.
3. Technical proposal describing the vehicle offered and all included features.
4. Detailed specifications and product literature.
5. Warranty and after-sales support information.
6. Delivery schedule.
7. Pricing submission.
8. References for similar public sector or fleet vehicle supply contracts.
9. Completed declarations and forms required by this RFP.

## **11. Inquiries and Addenda**

All inquiries regarding this RFP must be submitted in writing (email) to the contact person identified on the cover page. Information provided verbally by any representative of the purchasing authority is not binding unless confirmed by written addendum.

If this RFP is amended, changes will be issued by written addendum through the applicable tendering process or platform.



## 12. Evaluation Method

Proposals will be evaluated using a best-value methodology. After the solicitation closes, submissions are evaluated against the criteria set out in the solicitation documents.

An example evaluation model is set out below and may be adjusted by the purchasing authority before issue:

Criterion	Suggested Weight
Compliance with mandatory requirements	Pass/Fail
Technical suitability and vehicle features	30%
Warranty and after-sales support	20%
Delivery timeline	10%
Proponent experience and references	10%
Pricing and lifecycle value	30%

## 13. Pricing Form

Proponents should provide pricing in the following format:

Item	Price (CAD)
Base vehicle	
Included standard equipment	
Optional or additional equipment	
Freight / delivery	
Pre-delivery inspection	
Warranty extensions, if any	
Other itemized costs	
Subtotal	
Taxes	
Total	



## 14. Terms and Conditions

The purchasing authority is not obligated to accept the lowest-priced or any proposal. The purchasing authority may reject any or all proposals, waive non-material irregularities, request clarification, verify proposal information, or cancel and reissue the procurement where permitted by law and policy.

The successful proponent will be required to enter into the purchaser's standard form of purchase order or contract.

## 15. Compliance with Laws and Standards

The supplier must ensure that the vehicle and all associated components comply with all applicable laws, regulations, codes, standards, and licensing requirements in Canada and in the province of British Columbia.

## 16. Proposed Schedule

The following timetable is suggested and may be revised by the purchasing authority before issuance:

Milestone	Date
RFP issue date	June 13, 2026
Deadline for supplier questions	June 19, 2026
Final addendum issued, if any	June 22, 2026
Proposal closing date	June 26, 2026
Evaluation period	10 days
Notice of intended award	July 17
Expected delivery date	On or before August 1, 2026