



Trail Exterior Interpretive Panels Request for Quotation

Date: March 26, 2021

1 INTRODUCTION

The Cliffs of Fundy UNESCO Global Geopark (the Geopark) has developed a signage plan for various geosites and community kiosk locations. The Geopark is inviting qualified companies to submit a quotation for the fabrication of exterior interpretive panels. Below are the detailed design specifications and attached are quantities for the proposed signage.

2 GENERAL

2.1 All quotations should be marked "Trail Exterior Interpretive Panels" and submitted on the form provided. **Closing is 4:00 pm, on April 16, 2021.**

Quotations can be emailed or dropped off as follows:

- Email: beth.peterkin@fundygeopark.ca
- Hand Deliver (No Mail):

Cliffs of Fundy Geopark main office
439 MacElmon Rd., Debert, NS

The Geopark reserves the right to reject any or all quotations or to accept any quotation, or portion thereof, deemed in its best interest. The lowest priced will not necessarily be the deciding factor.

The Geopark reserves the right to negotiate with the successful proponent.

- 2.2 This Request for Quotation, the Quotation Form, and the accepted quotation documents will form part of the contract made with the successful proponent.
- 2.3 All inquiries related to this Request for Quotation must be submitted by email before the closing date to the attention of:

Beth Peterkin
Executive Director
Cliffs of Fundy Geopark
beth.peterkin@fundygeopark.ca

3 SCOPE OF WORK

- 3.1 Work includes the fabrication and delivery of exterior signage. The number of units on the Quotation Form in the pricing table are a guide; signs and quantities may vary.
- 3.2 Trailhead Exterior Interpretive Panel specifications:
Substrate to be 3 mm aluminum composite (alupanel, diabond or acceptable alternate), with matte overlamine coating for UV protection.
Digitally printed graphics
- 3.3 The Geopark will supply all digital artwork for the proposed signs to the successful proponent.
- 3.4 Signage installation and supply of posts will be the responsibility of the Geopark and are therefore excluded from this work.
- 3.5 **Delivery:** All quotations to include FOB Cliffs of Fundy Geopark, Main Office, 439 MacElmon Road, Debert, NS, B0M 1G0.

4 PRICE

- 4.1 By submitting a bid, a proponent agrees that the price shall be open for acceptance by the Geopark for a period of 6 months after the date on which the quotation was received.
- 4.2 During the installation phase, it may become apparent that additional signs are required. The Geopark, therefore, may require that the successful proponent agree to supply any additional items required by the Geopark at the agreed upon unit price for each of the items for a period of six months following the awarding of the contract.

5 TIMELINE AND COMPLETION

- 5.1 Award of contract: April 23, 2021
- 5.2 Digital files will be delivered as soon as possible after the awarding of the contract and may be on a staged schedule.
- 5.3 All signs shall be completed and delivered within 3 weeks of receiving the digital files. If you cannot meet this deadline, please specify an alternate completion date. An alternate date must be mutually agreed upon by the Geopark and amended in writing.

6 WARRANTY

- 6.1 The company shall specify a warranty period on all signs included in this quotation.

7 PAYMENT

- 7.1 Payment will be made in full once the project is completed to the satisfaction of the Geopark.

TRAIL EXTERIOR INTERPRETIVE PANELS QUOTATION FORM

Specify type of substrate:

Specify matte overlamine coating:

Specify warranty on Interpretive Panels:

Pricing for Trail Exterior Interpretive Panels

Dimensions w x h (inches)	Number of Units	Price/unit
96" x 48"	4	
48" x 36"	8	
36" x 36"	3	
24" x 24"	4	
18" x 18"	8	

CONFIRMATION AND AGREEMENT

I have read and understood all terms, conditions and specifications stated in this quotation document and agree to all these terms, conditions and specifications set forth.

Name of Bidding Company

Representative of Bidding Company (Print Name)

Signature of company representative

Date _____

Address of the Company

Province _____

Postal Code _____

TEL# _____

CELL # _____

E-MAIL ADDRESS _____