

REQUEST FOR QUOTATION

COMMERCIAL NOTES

Inquiry Number:	MR02-02304-7.15.4-MR-J-47
Equipment:	Sand Erosion Monitor

FAILURE TO COMPLY WITH THE FOLLOWING REQUIREMENTS AND REQUIREMENT INCLUDED IN THE RFQ PACKAGE MAY ELIMINATE BIDDER'S PROPOSAL FROM FURTHER CONSIDERATION.

1. Bidder shall acknowledge receipt of this RFQ Package and advise their intention to Bid or by returning the Invitation to Bid Reply Form within 24 hours from receipt of this package.
2. All Quotations covered by this RFQ **MUST** be submitted in two (2) sealed inner envelopes, contained in a sealed outer envelope. The first inner sealed envelope must contain a **single unpriced quotation**, this envelope must clearly indicate that an unpriced copy of the quote is contained in the envelope. The second envelope will contain the **original quote, plus a copy of the quote (both priced)** and the envelope must clearly indicate that priced copies of the quote are contained in the envelope.

In addition, both inner envelopes and the outer envelope shall contain the information specified in the "Instructions to Bidders", which is included in this RFQ Package.

3. **Bidder's Terms and Conditions will not be considered.** Bidder shall review Suncor's Terms and Conditions of Purchase and the Sample Purchase Order included with this inquiry. Bidder is to clearly define any exceptions taken.
4. Suncor has the option to pursue further prequalifying activities after the issuance of these Instructions to Bidders and prior to the award, if any. Such prequalifying activities may include shop visits, safety compliance audits, review of technical capabilities and financial soundness, all of which must be to the satisfaction of Suncor, in its sole discretion. The bidder shall provide any information and access that Suncor (or its agent) may require to perform its prequalification activities. Should Suncor not be fully satisfied as to the result of any prequalification activity, Suncor may, in its sole discretion disqualify the Bid.
5. CANADIAN FOOD INSPECTION AGENCY (CFIA)

All wood products imported into Canada from any country, except the United States, **MUST** comply with the most current directives as issued by the Plant Products Directorate of the Canadian Food Inspection Agency (CFIA). Therefore, it is in the Seller's best interest to ensure that he is aware of and accommodating to all of the latest revisions or amendments that are issued by the CFIA.

D-98-08 5th Revision, effective on June 09, 2005, is the most current directive. This directive reflects the regulatory guidelines that are established in the International Standard for Phytosanitary Measures and provides the particular requirements for wood packaging imported into Canada. Bracing, Blocking, pallets, dunnage, matting, and all non-manufactured wood used for but not limited to crating, are all included in the definition of wood packaging. For further information on wood packaging visit <http://www.inspection.gc.ca/english/plaveq/protect/dir/d-98-08e.shtml#2.0> or www.inspection.gc.ca <http://www.inspection.gc.ca>, under wood packaging, D-98-08. For information on International Standard for Phytosanitary Measures visit <http://www.ippc.int>, under standards, approved ISPM's, ISPM 15.

The Seller is responsible for compliance with the most current regulations and/or revisions pertaining to the Canadian Wood Packaging Import. Any costs incurred by the Owner with respect to any rejection, delay, demurrage, detention, confiscations, deportation, penalties, impound or any other costs caused by the Seller or Seller's sub-contractors or agents by failure to comply with the regulations in effect at the time of importation is the sole responsibility of the Seller.

6. ALBERTA BOILER SAFETY ASSOCIATION (ABSA) & CANADIAN REGISTRATION NUMBER (CRN)
When applicable, it is the Bidders responsibility to be cognizant of the ABSA requirements, costs, and time required to register pressuring containing equipment, piping components and piping systems as defined by the ABSA web site referenced below. Upon successful registration ABSA will issue a CRN(s). It is imperative to follow the ABSA

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COMMERCIAL NOTES

registration instructions precisely. An incomplete or partial submission will delay the process, without notice. Sufficient time must be allowed for resubmissions. ABSA Web Site: <http://www.absa.ca>

7. For international shipments, the Bidder is responsible to include the following documents and to include in their bid all related costs (if any) pertaining to the applicable international documents:

- Packing Slip (Bill of Material)
- Canada Customs Invoice (Commercial Invoice does not always include all the information that is required for customs)
- Certificate of Origin
- Export Permit (if Applicable)
- MSDS (for Nitrogen Purging, etc - if required)
- Phytosanitary Certificate or a Fumigation/Disinfection Certificate (for Wood Products)
- Suncor Inspection Department Release report (copy)
- Manufacturers Data Report (ASME A 1 form) (copy, if Applicable)

A copy of a blank Canada Customs invoice (with instructions) is on Cole's website under Cole forms at the left side of the web page. <http://www.cole.ca/english/index.html>

8. Bidder shall submit their bid in the allotted time, allowing sufficient courier time to reach the Buyer. Under normal circumstances, bid extensions are not permitted.

9. Bidder shall complete the Certificate of Compliance Form, clearly stating full compliance with all commercial and technical components of this package. Any exceptions or deviations must be documented in the Certificate of Compliance Form.

10. Bidder shall submit an index of the Quality Manual and Inspection and Test Plan (ITP) with the bid.

11. Bidder shall submit a typical Fabrication Schedule for the type of equipment that is being bid.

12. Bidder shall provide pricing for both FCA/FOB and DDU as per the attached Bidder's Proposal Summary.

13. Bidder shall provide recommended spare parts lists for Capital, Start-up and Operational spares.

14. Several forms have been included with this RFQ Package, which are required to be completed in detail.