



## R19-68- INFORMATION PACKAGE

### 1. Opportunity to Purchase

- (a) The Cowichan Valley Regional District (CVRD) is the owner of three (3) surplus Level 2 electric vehicle charging stations.  
(the “Equipment”)
- (b) The CVRD is interested in receiving offers to purchase the Equipment. The purpose of this Information Package is to provide general information about the Equipment and the process by which offers to purchase may be submitted.

### 2. Equipment Details:

Offers to Purchase will be based on the Equipment condition **as is, where is.**

- Three (3) used dual-port, bollard-mounted, Chargepoint networked, Leviton Level 2 Electric Vehicle charging stations;
- Chargepoint no longer provides software or hardware updates for these units.
- These units have been in storage for the last few months. Units were working prior to removal. Some bollard mounting components may be missing (i.e. bolts, nuts, washers).
- Installation manual is available to the winning bidder.

### 3. Process for Submitting Offers

- (a) Offers to Purchase can be submitted by email, or in a sealed envelope, and delivered to the CVRD **before 4:00 p.m. on September 6, 2019**, to the following address:
- Cowichan Valley Regional District  
175 Ingram Street Duncan B.C.  
Attention: Erin Annis  
Email: [purchasing@cverd.bc.ca](mailto:purchasing@cverd.bc.ca)
- (b) Offers to Purchase received after the date and time referred to above may be rejected and the CVRD is under no obligation to consider late offers.
- (c) The CVRD’s preferred form of Offer to Purchase is attached as Schedule “B” (the “Offer to Purchase”). Amendments or changes to the terms and conditions of the Offer to Purchase may result in rejection of an Offer to Purchase. Prospective purchasers are responsible to obtain their own legal advice as to the terms and conditions set out in the Offer to Purchase.
- (d) The minimum acceptable offer is **\$100 per station, or \$250 for all three stations.**



#### **4. Process for Evaluation of Offers/Contract of Purchase and Sale**

- (a) The submission of an Offer to Purchase in response to this Information Package will not give rise to any contractual obligations on the CVRD's part unless and until the CVRD accepts that offer and executes the Offer to Purchase.
- (b) In the event multiple offers of equal value are received, the CVRD may make its acceptance of an Offer to Purchase by way of coin toss or other random method of selection. The selected purchaser will be notified in writing and will be expected to satisfy any applicable conditions of the Contract of Purchase and Sale.
- (c) The CVRD reserves the right, in its sole discretion, to:
  - (i) accept or reject any Offer to Purchase;
  - (ii) negotiate the terms and conditions of a Contract of Purchase and Sale with any prospective purchaser without offering the modified terms and conditions to other prospective purchasers;
  - (iii) reject all Offers to Purchase;
  - (iv) enter into negotiations with, and sell the Equipment to, a person whose offer does not conform to the process for submission of offers as set out in this Information Package;
  - (v) sell the Equipment to the purchaser whose Offer to Purchase represents the best overall value to the CVRD.

#### **5. Disclaimer**

The information provided in this Information Package is for the general information of interested purchasers. The CVRD makes no representation or warranties with respect to the Equipment or the information contained in or attached to this Information Package. None of the statements or information contained in this Information Package will form part of any Contract of Purchase and Sale unless the CVRD expressly agrees in writing under the terms of that contract. Each prospective purchaser is solely responsible for the following:

- (a) satisfying himself or herself as to the state of title to the Equipment; and
- (b) reviewing and satisfying themselves as to conditions of the Equipment.





