



**REQUEST FOR TENDER  
RFT NO. 2023-06**

**TO ENTER INTO A LEASE AGREEMENT OF THREE-YEAR LEASE FOR  
AGRICULTURAL LAND ON CHURCH ROAD - CON 4 LOT 8,  
APPROXIMATELY 66.6 ACRES**

**SEALED TENDERS**, clearly marked as to contents, will be received by the Township until 2:00 p.m. local time on:

**Thursday, October 5, 2023**

**FORMS** may be obtained by visiting the website at [Township of Armstrong - Home \(armstrongtownship.com\)](https://www.armstrongtownship.com), the Township of Armstrong Municipal Office, 35 Tenth Street, Earleton, Ontario, P0J 1E0, during normal business hours Monday to Friday (8:00 am – 4:00 pm) or as requested by e-mail or telephone 705-563-2375.

**ADDRESS:** Township of Armstrong  
Municipal Office  
35 Tenth Street  
P.O. Box 546  
Earleton, ON P0J 1E0  
Phone: 705-563-2375

**LOWEST OR ANY TENDER NOT NECESSARILY ACCEPTED BY THE MUNICIPALITY. ACCEPTANCE AND/OR  
REJECTION OF ANY TENDER WILL BE MADE BASED ON THE RECOMMENDATIONS OF COUNCIL**



# **Township of Armstrong**

## **Request for Quotation**

**2023-06**

**For**

**Township of Armstrong Property**

**Church Road - Con 4 Lot 8, Earleton, ON**

**Agricultural Land Lease**

# **Township of Armstrong Municipal Property Church Road - Con 4 Lot 8, Earlton, ON Agricultural Land Lease**

## **Table of Contents**

|  |   |
|--|---|
| Table of Contents .....  | 3 |
| Section 1: Introduction and General Information .....                                    | 4 |
| A. Introduction .....  | 4 |
| B. Property Description .....  | 4 |
| C. Deadline .....  | 4 |
| D. Evaluation of Quotations .....  | 4 |
| E. Contact Person .....  | 5 |
| Section 2: Farm Land Rental Conditions .....   | 5 |
| A. Site Conditions and Terms .....   | 5 |
| B. Additional Bidder Responsibilities .....  | 6 |
| C. Insurance.....  | 6 |
| D. Lease Agreement .....   | 6 |
| Section 3: Evaluation Criteria .....   | 6 |
| A. Evaluation Criteria .....   | 6 |
| Section 4: Schedule of Items and Prices .....  | 7 |
| Schedule A: Township of Armstrong Municipal Property – 2023 Farm Land Lease Parcel ..... | 8 |

## Section 1: Introduction and General Information

### A. Introduction

The Township of Armstrong is soliciting quotations from qualified bidders to enter into a lease agreement for property to be used for agricultural purposes. The Municipality intends to enter into a three-year lease agreement with the selected bidder.

### B. Property Description

The property being offered for lease is located on Church Road – Concession 4 and Lot 8 in Armstrong Township comprising of approximately 66.6 acres more or less. This property surrounds the Lagoon.

### C. Deadline

All quotations are to be in writing, signed, and sealed in an envelope. The front of the envelope is to be clearly marked as "Township of Armstrong 2023-06 Land Lease" and delivered to Dan Thibeault, at 35 Tenth Street, Earleton, ON, P0J 1E0 prior to 2:00 p.m. on the Thursday October 5<sup>th</sup>, 2023 deadline. The Township of Armstrong will not accept quotations after the deadline.

All offers are to be presented on the specific forms provided for this quotation which is available on our website or by contacting the Municipal Office by phone at **705-563-2375**, or by email at [general@armstrong.ca](mailto:general@armstrong.ca).

### D. Evaluation of Quotations

The Township of Armstrong will first examine the quotations to determine their conformance with the requirements of this Request for Quotation (RFQ). Any quotations which are determined to not be in conformance will be rejected. Therefore, bidders should exercise particular care in reviewing the required quotation format as set forth in this RFQ.

The Municipality is seeking bidders who are willing and able to lease the parcel for agricultural purposes and in accordance with the goals as stated herein and other applicable and governing rules and regulations.

The goals of the Township of Armstrong in seeking a lease for agricultural purposes for the property include, but are not limited to, the following:

- Provides best value to the Municipality
- Ensure the bidder's quotation complies with requirements of this RFQ.

## E. Contact Person

Please submit questions regarding this RFQ to:

Dan Thibeault  
CAO/Clerk-Treasurer  
Municipality of the Township of Armstrong  
Email: [dan.thibeault@armstrong.ca](mailto:dan.thibeault@armstrong.ca)

Requests from interested bidders for additional information or interpretation of the information included in the specifications should be directed in writing to the email address above.

The deadline for receipt of written questions shall be 2:00 PM, Thursday, September 28<sup>th</sup>, 2023.

## Section 2: Farm Land Rental Conditions

### A. Site Conditions and Terms

1. The Property will be offered for lease to the successful bidder(s) for agricultural uses, and for no other purposes without the Municipality's written consent.
2. The Bidders shall inspect the above site to familiarize themselves with the acreage to be farmed and any other site conditions applicable thereto.
3. The successful quotation will be subject to a formal farm lease agreement being prepared and executed for a three (3) year term covering January 1<sup>st</sup> to December 31<sup>st</sup> for the years 2024, 2025, and 2026.
4. HST is applicable on the rental amount.
5. The highest or any bid may not necessarily be accepted.
6. This lease will be for agriculture crop purposes only.
7. Rotation of crops will be at the discretion of the successful Lessee.
8. The Lessee shall do all ploughing required at the commencement of the lease agreement. Any fall ploughing required at the conclusion of the lease will be the responsibility of the Lessee. No additional compensation will be paid for such ploughing.
9. The property soil and land areas are to be maintained and returned in the same condition as initially received.

10. The successful Lessee must advise the Municipality of any change noted in the farm land area.
11. The Township of Armstrong reserves the right to occupation of the lands or part thereof and if needed, shall reduce the rental by the tendered price per acre.
12. Payment shall be made by March 31st of the year.

#### B. Additional Bidder Responsibilities

The successful bidder shall be responsible for obtaining all permits, and approvals that may be needed for its proposed uses.

#### C. Insurance

Indemnity and Public Liability insurance of not less than five million dollars (\$5,000,000.00) per occurrence will be required with the Township of Armstrong added as Additional insured on the policy with 30 days' notice of cancellation.

#### D. Lease Agreement

The Municipality may select one bidder to enter into a lease agreement for the Property. The lease agreement will set forth the terms and conditions of the agreement between the Municipality and the bidder. Decisions regarding the award of the lease and terms of the award will be made by the Municipality.

### Section 3: Evaluation Criteria

#### A. Evaluation Criteria

Quotations will be evaluated based on what is most advantageous to the Municipality including the bid price per acre.

## Section 4: Schedule of Items and Prices

### Township of Armstrong Municipal Property Agricultural Land Lease

| Item No. | Description   | Unit    | Each Year<br>2024, 2025, 2026 |
|----------|---|---------|-------------------------------|
| 1        | Church Road, Armstrong Con 4 Lot 8<br>(surrounding the Lagoon) and<br>comprising of approximately 66.6 acres. | \$/Acre |                               |

\*\*Do not include HST in your bid price

Bidder Name \_\_\_\_\_

Address \_\_\_\_\_

City/Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone # \_\_\_\_\_

Fax # \_\_\_\_\_

Email \_\_\_\_\_

Signature \_\_\_\_\_

**Note:** By signing and submitting this quotation document the bidder agrees to the scope of work, and all terms and conditions stated above.

Schedule A: Township of Armstrong Municipal Property – 2023 Farm Land Lease Parcel

