



# CORPORATION OF THE VILLAGE OF POUCE COUPE

PO Box 190, Pouce Coupe, B.C. V0C 2C0  
Telephone: (250) 786-5794 Fax: (250) 786-5257  
[www.poucecoupe.ca](http://www.poucecoupe.ca)

## REQUEST FOR QUOTATION (RFQ) Pouce Park Bandstand Repair

Issued by:  
Corporation of the Village of Pouce Coupe  
5011 – 49<sup>th</sup> Avenue, Pouce Coupe, BC  
Contact: Duncan Malkinson, CAO  
Email: [dmalkinson@poucecoupe.ca](mailto:dmalkinson@poucecoupe.ca) | Phone: 250-786-5794

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### 1. Purpose

The Village of Pouce Coupe (the “Village”) invites contractors to provide a quotation for the supply of the goods (if any) and services described in Schedule A (Scope of work). The description of the Work sets out the minimum requirements of the Village. A person that submits a Quotation (the “Contractor”) should prepare a Quotation that meets the minimum requirements, and may as it may choose, in addition, also include goods, services or terms that exceed the minimum requirements.

### 2. RFQ DETAILS

File Number: RFQ 2026-03  
Issue Date: June 24<sup>th</sup>, 2026  
Closing Date & Time: July 10<sup>th</sup>, 2026 @ 10:00 AM PST

#### Submission Method:

Quotes must be submitted electronically via email to [dmalkinson@poucecoupe.ca](mailto:dmalkinson@poucecoupe.ca) prior to the closing date & time.

#### RFQ Contact:

Duncan Malkinson, Chief Administrative Officer  
Village of Pouce Coupe  
Email: [dmalkinson@poucecoupe.ca](mailto:dmalkinson@poucecoupe.ca)

### 3. Inquiries

All inquiries related to this RFQ should be directed in writing to the person named above. Information obtained from any person or source other than the Chief Administrative Officer may not be relied upon.

### 4. No Contract

This RFQ is simply an invitation for quotations (including prices and terms) for the convenience of all parties. It is not a tender and no obligations of any kind will arise from this RFQ or the submission of Quotations. The Village may negotiate changes to any terms of a Quotation, including terms in “Schedule A” and including prices, and may negotiate with one or more Contractors or may at any time invite or permit the submission of quotations (including prices and terms) from other parties who have not submitted Quotations.

### 5. Completion Deadline



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All work must be substantially completed by August 30, 2026.

### 6. RFQ Evaluation

The Village intends to award the work to the contractor offering the best overall value, considering price and ability to complete the work within the required timeframe.

### 7. Quotation

Quotes must include total lump sum price, proposed start date, and estimated completion date. Contractors shall include all labour, materials, equipment, disposal, and work necessary to complete the repairs. All work shall be completed in accordance with the applicable building and safety regulations.

## SCHEDULE A – SCOPE OF WORK

### Project Title: Pouce Park Bandstand Repairs

#### 1. Description of Scope of Work

- New 5/8" plywood decking on upper main stage area
- New matching removable railing to the 2 open sections on front of stage
- Replace entire perimeter step around lower section
- Disposal of waste materials



Photo provided for reference only. Contractors are encouraged to visit the site and verify existing conditions prior to submitting a quotation. Please contact [dmalkinson@poucecoupe.ca](mailto:dmalkinson@poucecoupe.ca) to set up a site visit.