

RENTAL OF THE BLUE HERON CAMPING

TENDER DOCUMENT

I have consulted the instructions to the bidder and the questionnaire and I understand the information that are included:

You will find enclosed the following:

- **A certified cheque in the amount of \$10,000.00 made to the Village of Charlo as a guaranteed deposit;**
- the duly completed questionnaire;
- a curriculum vitae of the interested person or persons

Name of the bidder or the company: _____

Address: _____

Telephone/Cellular: _____

Fax: _____

Email: _____

Signature: _____

Date: _____

INSTRUCTIONS TO THE BIDDER

The Village of Charlo is giving the opportunity to the public to make a proposal for the rental of the following facility:

The Blue Heron Camping has 146 sties (59 sites – 20 amps with water, sewage and electricity; 78 sites – 30 amps with water, sewage and electricity and 9 sites with electricity and water only). It is to be noted that there are also quite a few tenting sites with no service. The campground should be in operation starting at least the 1st weekend of June up to Labor Day. This campground is situated at 3 Cove Road, Charlo, New Brunswick.

The municipal council will evaluate the proposals and make a decision. It is very important to note that the municipal council reserves the right to choose the offer that they will judge is the best without being bound by the highest or lowest offer. They also reserves the right to cancel the process if no proposal meets or exceeds certain expectations as determined by council. **No proposal that the rental fee is lower than \$30,000.00 will be retained. In return, the municipality is committed to re-invest 40% of this rental fee in the infrastructures of the campground.** (Ex.: If we receive a proposal in the amount of \$35,000.00, the Village of Charlo will invest \$14,000.00 in the infrastructures of the campground). The proposed rental fee must not include the property taxes and the cost for water and sewage services.

In relation to the operations, the tenant will have to get an insurance policy with a minimum of two millions dollars (\$2,000,000) in liability coverage.

The tender document and the questionnaire needs to be given back in a sealed envelope clearly marked “Proposal for the leasing of the Blue Heron Camping”, to the Village of Charlo before 2:00 p.m. on Thursday September 27th, 2018. A certified cheque for \$10,000.00 in the name of the Village of Charlo must accompany this proposal. Certified cheques will be returned to bidders that have not been considered or chosen.

Following the evaluation of proposals, the bidders might be asked for additional information so that the municipal council can make a final decision.

In addition to the rental fee, the tenant will have to pay the property taxes and the cost for water and sewage services. (In 2018, the property taxes were \$6,418.34 and the water and sewage services were \$9,599.55 for a total cost of \$16,017.89). The length of this proposal/rental would be for a minimum period of three (3) years.

QUESTIONNAIRE

1. Nom du ou des locataires ou compagnie :

Name of the tenant/tenants or company: _____

2. Expliquez pourquoi vous êtes intéressés à la location du Camping Héron Bleu:

Explain why you are interested in renting the Blue Heron Camping:
