

# NOTICE OF REQUEST FOR QUOTE (RFQ) #26-01-REC-B1 Supply & Install Fitness Equipment

This notice of Request for Quotations (the “RFQ”) is issued by The Corporation of the City of Vernon in British Columbia, Canada (the “City”) to prospective Bidders to submit non-binding quotations for the **Supply & Install of Fitness Equipment** as further described in the RFQ documents.

The City of Vernon is in the process of constructing a new recreational asset for our community and region that will be known as the Active Living Centre (ALC) and is scheduled to open in Fall / Winter 2026. This opportunity is for the supply, delivery, installation, training, and after sales support of commercial grade fitness equipment for early October 2026 (delivery date to be confirmed at a later time).

The RFQ documents have been posted and are available for download at:

URL: <https://vernon.bonfirehub.ca/opportunities/102288>

**Click the link above or type the address into your browser to go to the portal; register as Vendor and the documents will be accessible. It is recommended to download from a PC and ensure your firewall and virus security allows downloads.**

## RFQ Timetable:

Event:	Date:
Issue Date of RFQ	<b>February 04, 2026</b>
<b>Deadline for Questions</b>	<b>February 19, 2026 at 2:00 p.m.</b>
Deadline for Issuing Addenda	<b>February 26, 2026</b>
<b>Submission Deadline</b>	<b>March 03, 2026 at 2:00 p.m.</b>
Anticipated Execution of Agreement	<b>Estimated week of March 16, 2026</b>

The RFQ timetable is tentative only and may be changed by the City at any time. Bids received after the Submission Deadline will be not be accepted. All times in the RFQ documents are listed as local time.

### Contact:

Elwira Sharp, Senior Buyer, Procurement Services  
[esharp@vernon.ca](mailto:esharp@vernon.ca)

Any questions regarding the project are to be directed through the Procurement Portal – Bonfire in the Messages section: Opportunity Q & A. Note that any questions being submitted are only available for viewing by the City of Vernon. Should questions arise that result in answers that have a material value to the project, they will be issued via an addendum for all proponents to view.

**Bid Submission:**

Quote together with all other files as identified in the RFQ to be uploaded to the City of Vernon procurement portal (Bonfire).

The City of Vernon reserves the right to accept or reject all or part of any quote, and to accept the quote in total or in part, or to accept the quote which it deems most favourable in the interest of the City of Vernon.