

FORM A: BID
(See B8)

1. Contract Title SUPPLY AND DELIVERY OF FLAT SHEET PAPER

2. Bidder

Name of Bidder

Usual Business Name of Bidder as it appears on Invoice (if different from above)

Street

City

Province

Postal Code

(Mailing address if different)

Email Address of Bidder

Facsimile Number

Street or P.O. Box

City

Province

Postal Code

GST Registration Number (if applicable)

(Choose one)

The Bidder is:

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Bidder hereby authorizes the following contact person to represent the Bidder for purposes of the Bid.

Contact Person

Title

Telephone Number

Facsimile Number

4. Definitions

All capitalized terms used in the Contract shall have the meanings ascribed to them in the General Conditions and D3.

5. Offer The Bidder hereby offers to perform the Work in accordance with the Contract for the price(s), in Canadian funds, set out on Form B: Prices, appended hereto.

6. Commencement of the Work The Bidder agrees that no Work shall commence until he/she is in receipt of a notice of award authorizing the commencement of the Work.

7. Contract The Bidder agrees that the Bid Opportunity in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Bid.

8. Addenda The Bidder certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract:

No.	_____	Dated	_____
	_____		_____
	_____		_____

9. Time This offer shall be open for acceptance, binding and irrevocable for a period of thirty (30) Calendar Days following the Submission Deadline.

10. Signatures The Bidder or the Bidder's authorized official or officials have signed this _____ day of _____, 20_____.

Signature of Bidder or
Bidder's Authorized Official or Officials

(Print here name and official capacity of individual whose signature appears above)

(Print here name and official capacity of individual whose signature appears above)

FORM B: PRICES
 (See B9)

SUPPLY AND DELIVERY OF FLAT SHEET PAPER

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY for Year 1	UNIT PRICE Initial 3 month Period
1.	Bond Paper 20# White (8.5 x 11)	E3.1 D2.1	Per Package	32,000	
2.	Bond Paper 20# White 3 hole punch (8.5 x 11)	E3.1 D2.1	Per Package	10	
3.	Bond Paper 20# White (8.5 x 14)	E3.1 D2.1	Per Package	6000	
4.	Bond Paper 20# White (11 x 17)	E3.1 D2.1	Per Package	1000	
5.	Bond Paper 20# Assorted Pastel Colours (8.5 x 11)	E3.2 D2.1	Per Package	2000	
6.	Bond Paper 20# Assorted Pastel Colours (8.5 x 14)	E3.2 D2.1	Per Package	300	
7.	Bond Paper 20# Assorted Pastel Colours (11x 17)	E3.2 D2.1	Per Package	100	
8.	Bond Paper 20# Brite Hue (8.5 x 11)	E3.2 D2.1	Per Package	40	
9.	Bond Paper 60# Vellum Brite Hue assorted Colours (8.5 x 11)	E3.2 D2.1	Per Package	70	
10.	Bond Paper 60# Vellum Brite Hue assorted Colours (8.5 x 14)	E3.2 D2.1	Per Package	10	
11.	Bond Paper 60# Vellum Brite Hue assorted Colours (11 x 17)	E3.2 D2.1	Per Package	10	
12.	25 % Cotton Bond Smooth/wove finish pure white 24# (8.5 x 11)	E3.3 D2.1	Per Package	70	
13.	Laser Printer Paper 20# White (8.5 x 11)	E3.4 D2.1	Per Package	300	
14.	Laser Printer Paper 20# White Pre-Punched (8.5 x 11)	E3.4 D2.1	Per Package	10	
15.	No. 1 Offset Paper 60# White (8.5 x 11)	E3.5 D2.1	Per Package	100	

FORM B: PRICES
 (See B9)

SUPPLY AND DELIVERY OF FLAT SHEET PAPER

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY for Year 1	UNIT PRICE Initial 3 month Period
16.	No. 1 Offset Paper White 60# (11 x 17)	E3.5 D2.1	Per Package	10	
17.	Vellum Bristol Paper White 67# (8.5 x 11) (250/pkg)	E3.6 D2.1	Per Package	200	
18.	Vellum Bristol Paper Assorted Colours 67# (8.5 x 11) (250/pkg)	E3.6 D2.1	Per Package	100	
19.	Copy Cover Brite white 80# (8.5 x 11) (250/pkg)	E3.7 D2.1	Per Package	40	
20.	NCR or Mead Product - carbonless 2 part form (white w/color) 20# (8.5 x 11)	E3.8 D2.1	Per Package	200	
21.	NCR or Mead Product carbonless 2 part form (white w/color) 20# (8.5 x 14)	E3.8 D2.1	Per Package	10	
22.	NCR or Mead Product - carbonless 3 part form (white w/color) 20# (8.5 x 11)	E3.8 D2.1	Per Package	100	
23.	NCR or Mead Product - carbonless 3 part form (white w/color) 20# (8.5 x 14)	E3.8 D2.1	Per Package	50	
24.	NCR or Mead Product - carbonless 4 part form (white w/color) 20# (8.5 x 11)	E3.8 D2.1	Per Package	10	

 Name of Bidder