

**FORM A: BID**  
(See B8)

1. Contract Title SUPPLY, DELIVERY AND ASSEMBLY OF OFFICE FURNITURE FOR CITY OFFICE – 30 FORT STREET, UNIT 83

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. 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.

5. 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.

6. 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.

7. 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	_____
	_____		_____
	_____		_____

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

9. 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, DELIVERY AND ASSEMBLY OF OFFICE FURNITURE FOR CITY OFFICE – 30 FORT STREET,  
 UNIT 83

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE	AMOUNT
Section 1: Teknion Leverage Workstations						
1.	Teknion Workstation 205/212	E2.4	EA	2		
2.	Teknion Workstation 209	E2.4	EA	1		
Section 2: Office Desk and Hutch Units						
3.	Office Desk and Hutch Unit – Office 203	E2.2 & E2.3	EA	1		
4.	Office Desk and Hutch Unit – Office 204	E2.2 & E2.3	EA	1		
5.	Office Desk and Hutch Unit – Office 206	E2.2 & E2.3	EA	1		
6.	Office Desk and Hutch Unit – Office 207	E2.2 & E2.3	EA	1		

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