FORM A: BID/PROPOSAL

(See "Bid/Proposal" clause in Tender/RFP)

1. Contract Title

PROFESSIONAL CONSULTING SERVICES FOR WORK AND ASSET MANAGEMENT SOFTWARE REQUIREMENTS AND STRATEGY DEVELOPMENT

2. Bidder/Proponent

_____
Legal Name of Bidder/Proponent

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

_____
Street

_____
City Province Postal Code

_____
Email Address of Bidder/Proponent

_____
Facsimile Number

(Mailing address if different)

_____
Street or P.O. Box

_____
City Province Postal Code

_____
GST Registration Number (if applicable)

(Choose one)

The Bidder/Proponent is:

☐ a sole proprietor

☐ a partnership

☐ a corporation

carrying on business under the above name.

3. Contact Person

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

_____
Contact Person Title

_____
Telephone Number Facsimile Number

4. Definitions

All capitalized terms used in the Contract Documents shall have the meanings ascribed to them in the General Conditions and Tender/RFP documents.

5.	Offer	The Bidder/Proponent hereby offers to perform the Work in accordance with the Contract for the price bid~~,~~ in Canadian funds, set out in the Bid/Proposal.
6.	Bid Security	Where Bid Security is required, the Bidder/Proponent provides bid security in the form of a bid bond (Form G1: Bid Bond and Agreement to Bond) in accordance with the Bid Security clause in the Tender document and agrees that it shall be held by the City in accordance with the Contract.
7.	Execution of Contract Documents	If required pursuant to C4, the Bidder/Proponent agrees to execute and return the Contract Documents no later than seven (7) Calendar Days after receipt of the Contract Documents, in the manner specified in C4.
8.	Commencement of the Work	The Bidder/Proponent agrees that no Work shall commence until they are in receipt of a notice of award from the Award Authority authorizing the commencement of the Work.
9.	Contract	By submitting a Bid/Proposal in response to this Tender/RFP, the Bidder/Proponent certifies that they have read, understand, and agree to the terms and conditions of this Tender/RFP and that the Tender/RFP, 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 the Tender/Proposal.
10.	Addenda	The Bidder/Proponent certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract: No. _____ Dated _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
11.	Time	This offer shall be open for acceptance, binding and irrevocable for a period of ninety (90) Calendar Days following the Submission Deadline.
12.	Indigenous Self-Declaration	The City is requesting that Bidders/Proponents identify if their business is at least 51% owned by one or more Indigenous persons of Canada. ☐ YES, 51% or more Indigenous ownership ☐ NO, it is not This information is being gathered for statistical purposes only and will not be used for purposes of evaluation.

13. Signatures

The Bidder/Proponent or the Bidder's/Proponent's authorized official or officials have signed this

_____ day of _____ , 20_____ .

Signature of Bidder/ Proponent or
Bidder's/Proponent'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)