

FORM A: BID
(See B7)

1. Contract Title SUPPLY AND DELIVERY OF DIRECT MAIL SERVICE WITH BARCODING, FOR WATER AND WASTE DEPARTMENT

2. Bidder

Name of Bidder

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

Street

(Mailing address if different)

City

Province

Postal Code

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 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 sixty (60) 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 B8)

SUPPLY AND DELIVERY OF DIRECT MAIL SERVICE WITH BARCODING, FOR WATER AND WASTE DEPARTMENT

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE	
					Year 1 Nov 1/11 – Oct 31/12	Year 2 Nov 1/12 – Oct 31/13
1.	Set-up Cost for a Complete Job Less than 1 Thousand Pieces	E2.2, E2.4	Each	70		
2.	Machine Folding flat Sheet Paper for Insert	E2.2, E2.5	Thousand	1.2 million		
3.	Machine Inserting and Sealing 1 Insert	E2.2, E2.6	Thousand	1.2 million		
4.	Machine Inserting and Sealing 2 Inserts	E2.2, E2.6	Thousand	1.2 million		
5.	Machine Inserting and Sealing 3 Inserts	E2.2, E2.6	Thousand	220 thousand		
6.	Machine Inserting and Sealing 4 Inserts	E2.2, E2.6	Thousand	210 thousand		
7.	Job Delivery	E2.7	Each	252		

 Name of Bidder