FORM A: PROPOSAL
(See B8)

1. **Contract Title**

REQUEST FOR PROPOSAL FOR IMPLEMENTATION AND SUPPORT OF A RECORDS MANAGEMENT SYSTEM AND A SCHEDULING AND TIME CARD SYSTEM FOR THE WINNIPEG FIRE PARAMEDIC SERVICE

2. **Proponent**

_____
Name of Proponent

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

_____
Street

_____
City   Province   Postal Code

_____
Email Address of Proponent

_____
Facsimile Number

(Mailing address if different)

_____
Street or P.O. Box

_____
City   Province   Postal Code

_____
GST Registration Number (if applicable)

The Proponent is:

(Choose one)

☐ a sole proprietor

☐ a partnership

☐ a corporation

carrying on business under the above name.

3. **Contact Person**

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

_____
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 D5.
5.	Offer	The Proponent 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.	Execution of Contract	The Proponent agrees to execute and return the Contract no later than seven (7) Calendar Days after receipt of the Contract, in the manner specified in C4.1.
7.	Commencement of the Work	The Proponent agrees that no Work shall commence until he/she is in receipt of a notice of award from the Award Authority authorizing the commencement of the Work.
8.	Contract	By submitting a bid in response to this RFP, the Proponent certifies that it has read, understands, and agrees to the terms and conditions of this RFP and that the 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 this Proposal.

9. Addenda

The 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 _____

_____   _____

_____   _____

10. Time

This offer shall be open for acceptance, binding and irrevocable for a period of one hundred twenty (120) Calendar Days following the Submission Deadline.

11. Indigenous Self-Declaration

The City is requesting that 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.

12.   Signatures   The Proponent or the Proponent's authorized official or officials have signed this

_____ day of _____ , 20_____ .

Signature of Proponent or
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)

FORM B: PRICES
(See B9)

REQUEST FOR PROPOSAL FOR IMPLEMENTATION AND SUPPORT OF A RECORDS MANAGEMENT SYSTEM AND A SCHEDULING AND TIME CARD SYSTEM FOR THE WINNIPEG FIRE PARAMEDIC SERVICE

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE
Alternative 1					
1.	Supply, implementation and Support of a Records Management System	E2	Each	1	
2.	Supply, implementation and Support of a Staff Scheduling and Time Card	E3	Each	1	
Alternative 2					
3.	Supply, implementation and Support of a Records Management System and a Staff Scheduling and Time Card	E2, E3	Each	1	

_____
Name of Proponent

Note: Provide detailed breakdown of Unit Price on Form B: Prices in to cost of items that comprise the implementation, licenses, support and any other components.