

FORM A: PROPOSAL
(See B8)

1. Contract Title SUPPLY AND DELIVERY OF LIBRARY SUPPLIES

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 D4.

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 ninety (90) Calendar Days following the Submission Deadline.
11. Indigenous Self-Declaration The City is requesting that Bidders 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)

SUPPLY AND DELIVERY OF LIBRARY SUPPLIES

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF. Brodart Company Website: brodart.ca	UNIT	APPROX. ANNUAL QUANTITY	UNIT PRICE	Discount Off (in %)	AMOUNT
1.	Acrylic Slatwall Magazine Holder, various sizes and shapes	#81666001	Each	6			
2.	Acrylic Slatwall Pamphlet Holders, various sizes and shapes	#87144001	Each	8			
3.	Acrylic standing sign holders	#81618001	Each	15			
4.	Adjustable book display easels, various sizes	#28866101	Each	12			
5.	Book carts, 3 flat shelves, heavy duty	#71014000	Each	4			
6.	Book carts, D aluminum 560 Capacity return carts	#720270001	Each	4			
7.	Whitney Brothers Library Cart - Book carts, mobile, 2 sided, for displaying children's books	#28783001	Each	10			
8.	Depress book return bins, various sizes	#60915000	Each	2			
9.	Locking control assembly for book return bin	#DPS999 (Special Order)	Each	2			
10.	Phonics Carpet Squares – children's seating	#68233001	Each	4			
11.	Crystal Clear Tape (SCAPA) 1" x 30 yards	#32246002	Each	100			
12.	Clear tape 1" x 15 yards	#32245002	Each	100			
13.	Cloth mending tape, 1" x 15 yards, various colours	#42044057	Each	6			
14.	Cloth mending tape, 1" x 30 yards, various colours	#42044017	Each	6			
15.	Double sided processing tape	#32415002	Each	2			
16.	Scotch Double Coated Clear 415 tape, 3/4" x 36 yards	#32415003	Each	2			
17.	Pressure sensitive attaching tape, 1/2 x 72 yards	#32432001	Each	150			
18.	Hang up bags for library book kits, 13 1/4 x 10	#44460004	Each	150			
19.	Hang up bags for library media kits, various sizes	#44460003	Each	900			
20.	Mobile book bin for children's book display	#VL016001	Each	1			
21.	Magnetic label holder, 1" x 6"	#44716002	Each	4			
22.	Metal bookends, large, with rubber/cork	#44744004	Each	200			
23.	Pamphlet binders	#91805009	Each	25			

FORM B: PRICES
(See B9)

SUPPLY AND DELIVERY OF LIBRARY SUPPLIES

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF. Brodart Company Website: brodart.ca	UNIT	APPROX. ANNUAL QUANTITY	UNIT PRICE	Discount Off (in %)	AMOUNT
24.	Kik-step stool	#70900007	Each	3			
25.	Thruwall lockable book return	#72945002	Each	2			
26.	4 MIL gloss vinyl laminate roll	#55118004	Each	8			
27.	4.5 MILL gloss plasti-klear (mac tac) vinyl laminate, 600" rolls	#55605612	Each	8			
28.	Polyprop 4 MIL gloss, 12" wide	#55119004	Each	8			
29.	Glue Laquer Book Repair Brush	#42075001	Each	1			
TOTAL BID PRICE (GST and MRST extra) (in numbers) \$ _____							
_____ Name of Bidder							