



**THE CORPORATION OF THE CITY OF WINDSOR  
OFFICE OF THE CITY SOLICITOR**

**ALEX VUCINIC**  
**Manager of Purchasing**

**Elaine Castellan**  
**Purchasing Supervisor**

**(519) 255-6272**  
**TELEPHONE NUMBER**

**ADDENDUM NO. 1  
2019-2020 & 2020-2021 Activity Guides  
RFT NO. 19-19**

**January 25, 2019**

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This addendum amends and forms part of the Tender Documents. The Proponent shall insert the addendum behind the cover page of the Tender Documents.

**Section 2- Definitions**, include the following:

2.18 “**Qualification(s)**” means a modification or limitation such that the Bidder’s Submissions are not fully compliant with the RFT requirements, or the Contract.

Please replace the Bid Form with the attached revised Bid Form.

Except for the contents of this addendum, all other terms and conditions of this tender remain the same.

***END OF ADDENDUM NO. 1***

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

***Elaine Castellan***

Elaine Castellan  
Purchasing Supervisor

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**ADDENDUM NO. 1  
2019-2020 & 2020-2021 ACTIVITY GUIDES  
RFT NO. 19-19**

**January 25, 2019**

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I hereby acknowledge receipt of Addendum No. 1 to the Tender No. 19-19 (4 pages).

The information contained therein is hereby noted and account of same will be taken in our tender cost.

This information was received on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Company Name

**\*NOTE: You are required to acknowledge this addendum with your tender submission.**

**PLEASE FAX BACK TO (519) 255-9891 OR E-MAIL @ [purchasing@citywindsor.ca](mailto:purchasing@citywindsor.ca) SIGNED  
ACKNOWLEDGEMENT SHEET ASAP**

**Attn: Purchasing Department**

2019-2020 & 2020-2021 ACTIVITY GUIDES

**BID FORM – ADDENDUM #1**

TO: The Corporation of the City of Windsor  
Attention: Purchasing Department  
400 City Hall Square East  
Suite 403  
Windsor, ON N9A 7K6

Registered Legal Name of Bidder:

\_\_\_\_\_

Business Address:

\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Contact name for future correspondence and inquiries:

Name and Title \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

HST Registration Number \_\_\_\_\_

We have read and we fully understand the requirements of the RFT, including the Contract and any addenda issued by the City. We acknowledge that the RFT includes an offer from the City to enter the Bidding Contract. We also acknowledge that, by submitting a Bid which complies with the requirements of this RFT, we accept that offer.

**DEFINITIONS**

Unless otherwise defined in this Bid Form, capitalized terms and expressions used in this Bid Form shall have the meanings assigned to them in the Instructions to Bidders.

**TOTAL TENDER PRICE**

Having carefully examined the RFT, including all of the Appendices and including addendum number(s) \_\_\_\_\_, having fully investigated and ascertained the conditions, circumstances and limitations affecting the Tender, we offer to enter into the Contract with the City for the following all-inclusive Total Tender Price:

2019-2020 & 2020-2021 ACTIVITY GUIDES

CDN \$ \_\_\_\_\_ [*state in figures only*]

**In accordance with the attached Price Schedule.**

We acknowledge and agree that our Total Tender Price:

- (a) excludes the Harmonized Sales Tax (HST) but includes all other taxes, freight and duties.

**SUPPORTING DOCUMENTS**

We have completed and enclosed the attached documents provided with the Bid Form which are included in and form part of this Bid.

**DECLARATIONS**

- A. We declare that our Bid is not made in connection with any other Bidder and is, in all respects, fair and made without collusion or fraud.
- B. We declare that our Bid complies with any applicable fair wage practices.
- C. We declare that our Bid is made with no Qualification(s).
- D. We acknowledge and agree that our Bid is irrevocable and open for acceptance by the City for a period of one hundred twenty (120) days starting from the day after the Submission Deadline.
- E. THE bidder confirms that no person employed by the City in any capacity:
  - (a) has a direct or indirect financial interest in the award of the Contract to the Bidder;
  - (b) is currently employed by, or is a consultant to or under contract to the Bidder;
  - (c) is negotiating or has an arrangement concerning future employment or contracting with the Bidder;
  - (d) has an ownership interest in, or is an officer or director of the Bidder

We acknowledge and agree that we will be in breach of the Bidding Contract if we fail to comply with any of the above.

Signed and submitted for and on behalf of:

BIDDER \_\_\_\_\_  
LEGAL NAME \_\_\_\_\_  
DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

Name and Title \_\_\_\_\_

I have authority to bind the Bidder named above