



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

ALEX VUCINIC
Manager of Purchasing

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July 24, 2020

TENDER NO. 110-20, EXTERIOR DUCT INSULATION REPLACEMENT – WFCU CENTRE

Dear Sir/Madam:

Electronic bid submissions only, shall be accepted and received by the City on or before the Submission Deadline of MONDAY, AUGUST 10, 2020, at Eleven-Thirty Fifty-Nine (11:30:59) a.m. (E.D.T) through the City’s Bidding System: www.biddingo.com/windsor, to supply and deliver all labour, materials, equipment, services, inspections, and permits as required for the removal and proper disposal of existing exterior duct insulation, and installation of new exterior duct insulation, in accordance with specifications and drawing, at the WFCU Centre, located at 8787 McHugh St., Windsor, ON N8S 0A1.

A mandatory site meeting will be held on Wednesday, July 29, 2020, at 9:00 a.m. (E.D.T.), at WFCU Centre (Entrance Lobby Box Office), located at 8787 McHugh St., Windsor, ON N8S 0A1. Failure to attend will result in disqualification.

Tender documents will be available for download on **Friday, July 24, 2020**, upon payment of a non-refundable fee at Biddingo, www.biddingo.com/windsor. A Bid submitted by mail, in person, fax, e-mail or other electronic means, other than through the Bidding System: www.biddingo.com/windsor, will not be accepted.

Contract award will be posted on The City of Windsor website, www.citywindsor.ca and the Bidding System: www.biddingo.com/windsor. The document is available in PDF and is bookmarked for easy reference.

Acceptance or rejection of any tender will be made in accordance with City of Windsor Purchasing By-Law No. 93-2012 and amendments thereto. This procurement is subject to the Canadian Free Trade Agreement (CFTA), approved July 1, 2017.

Yours truly,

THE CORPORATION OF THE CITY OF WINDSOR

Elaine Castellan

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EC/sf