



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. 2  
RECREATION AND CULTURE DEPARTMENT UNIFORMS  
RFP NO. 78-19

April 30, 2019

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

**CLARIFICATION:**

**Section 7.4 reads:** Provide **one (1) sample of each product(s) that you are proposing in your Submission** (Please reference the products(s) against the product requirements in Appendix C – Cost Proposal) for the Evaluation Committee. Please reference and tag all proposed samples with the corresponding specification item numbers, which are provided in Appendix C – Cost Proposal, so that the Evaluation Committee can ensure the proper item is being evaluated. **Please submit all samples for evaluation to the Submission Location on or before the Submission Deadline.** Proponents shall submit the sample products in a box or other opaque container clearly labelled “**Recreation & Culture Department Uniforms RFP, 78-19, Sample Products**”.

**Should read:** Provide **one (1) blank sample of each product(s) that you are proposing in your Submission, with at least one printed** (Please reference the products(s) against the product requirements in Appendix C – Cost Proposal) for the Evaluation Committee. Please reference and tag all proposed samples with the corresponding specification item numbers, which are provided in Appendix C – Cost Proposal, so that the Evaluation Committee can ensure the proper item is being evaluated. **Please submit all samples for evaluation to the Submission Location on or before the Submission Deadline.** Proponents shall submit the sample products in a box or other opaque container clearly labelled “**Recreation & Culture Department Uniforms RFP, 78-19, Sample Products**”.

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

**END OF ADDENDUM NO. 2**

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

*Elaine Castellan*

Elaine Castellan  
Purchasing Supervisor

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RECREATION AND CULTURE DEPARTMENT UNIFORMS  
RFP NO. 78-19**

**April 30, 2019**

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I hereby acknowledge receipt of Addendum No. 2 to the Proposal No. 78-19 (2 pages).

The information contained therein is hereby noted and account of same will be taken in our proposal 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 proposal 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**