



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

ALEX VUCINIC
Manager of Purchasing

Elaine Castellan
Purchasing Supervisor

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November 28, 2018

**TENDER NO. 189-18, WINDSOR JUSTICE FACILITY (WJF) SERVER ROOM UPGRADES –
ELECTRICAL & MECHANICAL**

Sealed tenders, clearly marked as to contents, will be received by the Purchasing Supervisor, 400 City Hall Square East, Suite 403, Windsor, Ontario, up to and including ELEVEN-THIRTY FIFTY-NINE (11:30:59) A.M. (E.S.T.), WEDNESDAY, DECEMBER 12, 2018, to supply and deliver all labour, materials, equipment, services, and permits necessary for renovations to the server room to upgrade the electrical and mechanical systems in accordance with specifications and drawings, at the Windsor Justice Facility.

NOTE: BID TAKERS AND ALL BIDDERS agree that Drawings are not to be copied, distributed, or otherwise reproduced without the written consent of the City, and must be destroyed upon the conclusion of the tendering process.

A mandatory site visit will be held on WEDNESDAY, DECEMBER 5, 2018, commencing at 10:00 A.M. (E.S.T.), Windsor Justice Facility (assemble in the Courts lobby), 200 Chatham St. E., Windsor, ON N9A 2W3. Failure to attend site visit will result in bid disqualification.

A public opening of this tender will be held at 400 City Hall Square, Room 403, Windsor, Ontario at 11:45 a.m. (E.S.T.), WEDNESDAY, DECEMBER 12, 2018. Contract award will be posted on The City of Windsor website, www.citywindsor.ca.

Specifications will be available on **Wednesday, November 28, 2018**, upon payment of a non-refundable fee at www.biddingo.com/windsor for electronic documents or in person at Purchasing Division, 400 City Hall Square, Suite 403, Windsor, Ontario. 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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Purchasing Supervisor

EC/sf