



**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**

September 9, 2019

**PROPOSAL NO. 115-19, Windsor Police Service - Furniture**

Sealed proposals, 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.D.T.), MONDAY, SEPTEMBER 23, 2019**, for the supply, delivery, and installation of durable, ergonomic office furniture for two police facilities.

**A mandatory site meeting will be held on Monday, September 16, 2019, at 10:00 a.m. (E.D.T.) at Windsor Police Service Headquarters, 150 Goyeau St., Windsor, Ontario. There will be a brief meeting and will be continued at the Collision Reporting Centre, 2696 Jefferson Blvd, Windsor, Ontario at 10:30 a.m.. Failure to attend both meetings will result in the disqualification of the proponent and the rejection of any Proposal submitted by such Proponent.**

Proposal documents will be available on **MONDAY, SEPTEMBER 9, 2019** upon payment of a non-refundable fee at [www.biddingo.com/windsor](http://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.

**There will be no public opening of this proposal.**

Acceptance or rejection of any proposal 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*

Elaine Castellan  
Purchasing Supervisor

EC/kr