



REQUEST FOR QUOTATIONS

INTERPRETIVE SIGNAGE

Quesnel, BC

Closing Date and Time: September 2, 2022; 2:00 pm Local Time

Project Contact:

Amy Reid, City of Quesnel, Manager of Economic Development and Tourism

Email: areid@quesnel.ca

1. Introduction

The City is seeking quotations from qualified Proponents for the supply and delivery of kitchen equipment as detailed in Section 6.0 - Scope of Requirements.

2. Definitions

2.1. Throughout this Request for Proposal the following definitions apply:

- a. "City" means the municipal corporation, generally known as the City of Quesnel in British Columbia, Canada;
- b. "City's Designated Representatives" means the City employees or representatives who are authorized in writing to deal with the Contractor on behalf of the City in connection with the goods, materials, equipment and services or to make decisions in connection with the Contract;
- c. "Closing Time" means the closing date, time, and place as set out in subsection 4.1 of this Request For Proposal;
- d. "Respondent" means same as "Contractor";
- e. "Contract Documents" means the purchase order, the Contractor's Proposal, the RFQ and such other documents as applicable, including the City's purchase order all amendments or addenda agreed between the parties;
- f. "Contract" or "Agreement" means the agreement formed between the City and the Contractor as resulting from this Request for Proposal, executed by the City and the Contractor and evidenced
- g. "G.S.T." means the Goods and Services tax administered under the Excise Tax Act (Canada) and any successor tax or levy therefore in force from time-to-time;
- h. "Lead Contractor" is the Contractor whose Proposal, as determined through the evaluation criteria described in this RFQ provides the best overall value in meeting the requirements of the RFQ, and with whom a Contract will be considered;
- i. "Project" means the scope of Work and Requirements described in this Request For Proposal;
- j. "Contractor" means an individual partnership, corporation or combination thereof, including joint ventures or a company that submits, or intends to submit, a Proposal in response to this Request for Quotations; who or which is awarded a Contract who enters into a written Contract with the City to perform and to oversee the Work.
- k. "Proposal" or "Submission" means a proposal submitted by a Contractor in response to this Request For Quotation;
- l. "Requirements" means all of the specifications, requirements and services set out in the RFQ that describes the general requirements that the goods, materials, equipment and services must meet and the Successful Contractor must provide;
- m. "Response" means the same as "Proposal" or "Submission";
- n. "RFQ" or "Request for Quotations" means this request for proposals, inclusive of all appendices and any addenda that may be issued by the City;
- o. "Services" means the same as "Work";
- p. "Proponent" means the same as "Contractor" and;

- q. "Work" or "Works" means the provision of all labour, services, materials, equipment, and any other necessary items and actions for the Successful Contractor to complete and perform its obligations in accordance with the Requirements and terms and conditions of the Contract.

3. Key Dates

- 3.1. In order to assist Contractors, the following are key target dates and Events with respect to this RFQ process. Such dates are not guaranteed and may change based upon circumstances.

ACTIVITY	DATE
Issue Request for Quotations	Thursday, August 18, 2022
Receive Proposals by	Friday, September 2, 2022
Award of Contract	Monday, September 12, 2022

4. Submission Details

- 4.1. Submissions will be accepted until Friday, September 2, 2022, 2:00 pm Local Time. Proposals received later than the specified closing time will not be accepted.
- 4.2. The proposal shall be submitted as a digital copy to the email address below by the closing date and time:
- Subject: RFQ – Interpretive Signs
- Amy Reid, Manager of Economic Development and Tourism
Email: areid@quesnel.ca
- 4.3. Amendments to a Proposal may be submitted if delivered in writing prior to the Closing Time to areid@quesnel.ca or to the address above.
- 4.4. Proposals already delivered to the City may be withdrawn by written notice only, provided such notice is received at areid@quesnel.ca or to the address above prior to the closing time.
- 4.5. Any and all costs associated with the preparation and submission of the Proposal, including any costs incurred by the Contractor after the Closing Time, will be borne solely by the Contractor.
- 4.6. By submitting a Proposal, the Contractor acknowledges and agrees that the City will not be responsible for any costs, expenses, losses, damages (including damages for loss of anticipated profit) or liabilities incurred by the Contractor as a result of or arising out of submitting a Proposal for the proposed Contract, or due to the City's acceptance or non-acceptance of their Proposal or any breach by the City of the bid contract between the City and each of the Contractors or arising out of any contract award not made in accordance with the express or implied terms of the Proposal documents.
- 4.7. The proposal will be evaluated in accordance with the criteria outlined in Section 9.4, Evaluation Criteria.
- 4.8. Submission of a proposal indicates acceptance by the respondent of all of the conditions contained in this Request for Proposal. The City reserves the right to negotiate with any Contractor.
- 4.9. The Successful Contractor will be required to sign a contract within 30 days.

5. Enquiries and Addenda

- 5.1. Enquiries regarding this Request for Quotations are to be directed via email to Amy Reid, Manager of Economic Development and Tourism, areid@quesnel.ca
- 5.2. The City, its agents and employees shall not be responsible for any information, instructions or suggestions given by way of oral or verbal communication.
- 5.3. All clarification requests are to be sent in writing to the individual mentioned above. No clarification requests will be accepted by telephone.
- 5.4. Any and all changes to the RFQ required before the proposal closing will be issued in the form of a written addendum and posted on the City of Quesnel website. It is the sole responsibility of potential Contractors to check the website to ensure that all available information has been received prior to submitting a Proposal. If addenda are issued, their receipt must be acknowledged by the Contractors in the appropriate section of the Form of Proposal.
- 5.5. The decision to issue or not issue an addendum is entirely at the sole discretion of the City.
- 5.6. The deadline for enquiries for this RFQ is **12:00 pm local time, Tuesday, August 27, 2022**. The City reserves the right not to respond to inquiries received after this deadline.
- 5.7. Each addendum will be incorporated into and become part of the RFQ document. No amendment of any kind to the RFQ is effective unless it is contained in a written addendum issued by the City.
6. Scope of Requirements
 - 6.1. Scope of Work

The City of Quesnel requires **25** interpretive signs matching the following specifications:

 - .5" thick high pressure laminate panel (iZone, Fossil or equivalent) with full colour digitally printed text and graphics.
 - Each sign measures 3'0" width x 2'5" height
 - Each sign will have different content, following one of five standard templates.

The City of Quesnel will supply design files for each sign.
 - 6.2. Sub-Contractor or Manufacturer

The Contractor shall be responsible for all work or services provided by the manufacturer or Sub-Contractor and the Contractor in no way is relieved from its responsibility for the fulfillment of the work or services provided by a manufacturer or sub-contractor.
 - 6.3. Delivery Requirements

The proposed signage shall be supplied and priced DDP to City of Quesnel Public Works Yard 1350 Sword Ave, Quesnel, BC V2J 7H2 Attention: Bill Davies

Deliveries are to be made between the hours of 8:00 am to 4:30 pm Monday through Friday, except for B.C. statutory holidays, unless otherwise agreed upon in writing.

The Contractor shall notify Bill Davies and Amy Reid a minimum of five (5) working days prior to expected delivery/arrival to arrange inspection.
 - 6.4. Inspection by the City
 - a. The City will inspect the Signage, upon delivery or as promptly as practical after delivery, for workmanship, appearance, for its ability to perform its intended use, and conformance to all requirements of the specifications identified and accepted. In the event deficiencies are detected,

the Signage will be rejected and it shall be the Contractor's responsibility to pick-up the Signage, make the necessary corrections and re-deliver the Signage for a re-inspection and acceptance. The City may hold back from payments otherwise due to the Contractor, as determined by the City, on account of deficient or defective materials. This holdback may be held, without interest, until replacement Signage are received or such deficiency or defect is remedied.

- b. The Contractor shall be responsible for securing any and all inspections required by law. Any fee charged for these inspections shall be the sole responsibility of the Contractor.
- c. Failure to inspect and accept or reject Signage shall neither relieve the Contractor from responsibility for such Signage as are not in accordance with the specifications, nor impose liability on the City.

6.5. Responsibility for the Equipment

The Contractor shall be responsible for the Signage until delivered to the designated delivery point, regardless of the point of inspection; and the Contractor shall bear all risks as to any rejected Equipment after notice of rejection.

6.6. Representations, Warranties and Guarantees

The Contractor represents warrants and guarantees that:

- a. In the manufacture of the Signage only the best workmanship and materials have been employed and if, within a minimum period of one (1) year from the date of acceptance of the Signage by the City, such parts/components/machine thereof are found by the City to be defective or faulty due to imperfect or bad workmanship or material, the Contractor agrees to replace such defective part/component/machine without expense to the City;
- b. The Signage is, and will be, free from all defects arising from faulty design or application in any part of the Signage that has been provided by the Contractor; and
- c. The Contractor has good and marketable title to all Signage being purchased and they are free and clear of all liens, charges, encumbrances, or other third party claims whatsoever.
- d. The City may require the Contractor to immediately remedy any defect in the Signage which appears during the warranty period and any damage arising from that defect. The City shall give the Contractor access at all reasonable times to the location of any defect, but the Contractor is responsible for exposing the defect and all risks associated with that exposure and with performing the remedial work.

If:

- a. The Contractor considers the circumstances to be unsafe or an emergency, or
- b. The Contractor does not carry out its obligations within a reasonable time; the City may remedy the defect and any damage arising from it, at the Contractor's cost.

6.7. Commencement of warranty period

The warranty period shall commence at the time the City accepts clear title of the Signage unless otherwise specified. The warranty must be made out to; The City of Quesnel, 410 Kinchant Street, Quesnel, BC V2J 7J5.

6.8. Recall Notices

In the event of any recall notice, technical service bulletin, or other important notification affecting the Equipment purchased, a notice shall be sent to the City. The Contractor will be responsible to assure the City is advised of all recall notices.

7. Equipment Specification List

Proponents must fill out Appendix B in full to confirm that the Signage offered has the specifications preferred by the City or, if different, state what the matching specification is for the Signage offered.

8. Submission format

The City is requesting quotations from Contractors who are both interested and capable of undertaking The Project. The onus is on the Contractor to show their knowledge, understanding and capacity to conduct the work outlined in this Request for Signage. The responses will be assessed according to how well they assure the City of success in relation to the submission requirements. The detail and clarity of the written submission will be considered indicative of the respondent's expertise and competence.

9. Evaluation of Proposals

- 9.1. Evaluation Team: An evaluation team will evaluate proposals. By responding to this RFQ Contractors agree to accept the recommendation of the Evaluation Team as to the successful Contractor and acknowledge and agree that the City makes the final decision.
- 9.2. The following are mandatory criteria for services required under this RFQ. Proposals that do not meet the mandatory requirements will be rejected and returned to the respondent.

MANDATORY CRITERIA	
The Proposal must be received at the closing location by the specified closing date and time.	
The Proposal must be in English.	
The Contractor must sign, accept and return the Contractor Acceptance Form (Appendix A)	

- 9.3. The City may, prior to Contract award, negotiate changes to the scope of the Work, the materials, the Requirements or any conditions with any one or more of the Contractors without having any duty or obligation to advise any other Contractors or to allow them to vary their prices as a result of changes to the scope of Work, the materials, the Specifications, or any conditions, and the City shall have no liability to any other Contractor as a result of such negotiations or modifications.

9.4. Evaluation Criteria

The following criteria identify the key components on which Proposals to this RFQ will be evaluated.

Item	Evaluation Criteria	Point Value
1	Appendix B – Part A, Specification Requirements	50
2	Appendix B – Part B, Cost Options, Warranties and Service	15
3	Schedule A - Proposed Price	35

10. RFQ Process

- 10.1. This RFQ is not an agreement to purchase goods or services. The City is not obligated to select a Contractor or to proceed to negotiations for a Contract, or to award any Contract. As such, the City reserves the right to unilaterally take the following actions, and shall not be liable for any such actions:

- a. accept a Proposal that deviates from the Requirements, Specifications or the conditions specified in this Proposal;
 - b. accept a Proposal which is not the lowest cost Proposal;
 - c. accept all or any part of a Proposal;
 - d. amend the scope and description of the products and services to be procured as described in this RFQ, and the qualifications that may be required to meet those requirements;
 - e. assess the ability of the Contractor to perform the Contract and reject any Proposal where, in the City's sole estimation, the personnel and/or resources of the Contractor are deemed insufficient;
 - f. cancel the RFQ process and recommence in respect of the same RFQ with the same or an amended set of documents, information and requirements;
 - g. cancel the RFQ process at any time and reject all submissions;
 - h. not accept any Proposal in response to this RFQ;
 - i. reject a Proposal even if it is the only Proposal received by the City;
 - j. reject any and all Proposals, including without limitation the lowest priced Proposal, even if the lowest priced Proposal conforms in all aspects with the RFQ;
 - k. reject or accept any or all Proposals at any time prior to execution of a Contract;
 - l. reject Proposals which are incomplete, conditional or obscure or erasures or alterations of any kind, or
 - m. split the Requirements between one or more Contractors.
- 10.1. The Contractor acknowledges and agrees that any RFQ is in no way whatsoever an offer to enter into an agreement and submission of a Proposal by any Contractor does not in any way whatsoever create a binding agreement. The Contractor acknowledges that the City has no contractual obligations whatsoever arising out of the RFQ process.

11. Negotiations

- 11.1. The award of the contract may be subject to negotiations with the Lead Contractor. Such negotiations include, but are not limited to, the following:
- a. changes or work refinements in the service requirements or scope of work proposed by the Lead Contractor;
 - b. price – if directly related to a change or refinement in the proposed scope of work proposed by the Lead Contractor and
 - c. specific contract details as deemed reasonable for negotiation by the City.
 - d. structure of the Contractor team and participants

12. Working Agreement

- 12.1. The Successful Contractor will enter into a contract for goods with the City based upon the information contained in this RFQ and the Successful Contractor's Submission and any negotiated modifications thereto.
- 12.2. If a written contract cannot be negotiated within 30 (thirty) days of notification to the Lead Contractor, the City may, at its discretion at any time thereafter, terminate negotiations with the Lead

Contractor and either enters into negotiations with the next qualified Contractor or cancel the RFQ process and not enter into a contract with any Contractor.

13. Award of Contract

- 13.1. Award of a Contract is contingent on funds being approved and the contract award being made by the appropriate City authority.
- 13.2. No Contract will be formed, with any Contractor, until the Contract terms have been successfully negotiated between both parties (the City and the Successful Contractor). The City is not obligated to any Contractor in any manner until a purchase order is issued and an agreement has been signed by an authorized person to sign on behalf of the City.
- 13.3. The City's purchase order, the Proposal, the RFQ and such other documents including all amendments or addenda, shall form the basis for the Contract between the Contractor and the City. In the event of a conflict between any of the Contract Documents, the following documents will take precedence and govern over each other in the following order of priority from highest to lowest:
 - a. The City's purchase order;
 - b. Or any mutually agreed to amendments between the Contractor and the City;
 - c. The Proposal; and
 - d. The RFQ and any subsequent addenda.
- 13.4. The City is not under any obligation to award a Contract and may elect to terminate this RFQ at any time.

14. Publication of the Results of this Request for Quotations

- 14.1. The City will inform all the applicants of the final result of the Request for Quotations.

15. Workers' Compensation

- 15.1. The successful Contractor shall abide by all provisions of the Workers Compensation Act of British Columbia and upon request by the City, supply proof that all assessments have been paid.

16. Indemnification

- 16.1. The successful Contractor by its acceptance of a negotiated agreement and purchase order, agrees to indemnify and hold harmless the City, its elected officials, agents and employees, from and against all loss or expense that may be incurred by the City, its officials, officers, employees and agents as a result of bodily injury, including death sustained by any person or persons, or on account of damage to property including loss of use thereof arising out of or as a consequence of the performance of the work stipulated in the RFQ and any negotiated agreement.

17. General Terms of this Request for Proposal

- 17.1. The terms and conditions of the proposal offer shall remain firm and open for acceptance by the City for a period of forty-five (45) calendar days from date of closing whether or not another Proposal has been accepted.
- 17.2. The City reserves the right to cancel this RFQ for any reason without any liability to any Contractor or to waive irregularities at its own discretion.
- 17.3. The City is not liable for any costs incurred by interested parties in the preparation of their response to this request or interviews if held. Furthermore, the City shall not be responsible for any liabilities,

cost, loss or damage incurred, sustained or suffered by any interested party, prior or subsequent to, or by reason of the acceptance or non-acceptance by the City of any response, or by reason of any delay in the acceptance of the response.

- 17.4. Contractors are advised that the City will not necessarily accept any Proposal and the City reserves the right to reject any or all Proposals at any time without further explanation or to accept any Proposal considered advantageous to the City.
 - 17.5. The City may, in its absolute discretion, reject a proposal submitted by the Contractor, if the Contractor, or any officer or director of the Contractor is or has been engaged either directly or indirectly through another corporation in legal action against the City, its elected or appointed officers and employees in relation to any other Contract for works or services or any matter arising from the City's exercise of its powers, duties or functions.
 - 17.6. A Proposal which contains an error, omission, or misstatement, which contains qualifying conditions, which does not fully address all the requirements of this RFQ, or which otherwise fails to conform to the requirements in this RFQ, including the Proposal format and content requirements, may be rejected in whole or in part by the City at its sole discretion.
 - 17.7. Notwithstanding the foregoing or any other provision of this RFQ, the City may in its sole discretion elect to retain for consideration Proposals which deviate either materially from the Proposal Format and Content Requirements set out in hereto or which otherwise fail to conform to any other requirement of this RFQ.
 - 17.8. The City may waive any non-compliance with the RFQ, specifications, or any conditions of anything required by the RFQ and may, at its sole discretion, elect to retain for consideration Proposals which are nonconforming, which do not contain the content or form required by the RFQ or because they have not complied with the process for submission set out herein.
 - 17.9. The City may choose, at its sole discretion, to proceed with all of the components of the Work, none of the components or selected components of the Work.
 - 17.10. The City may accept or waive a minor and inconsequential irregularity where practicable to do so. The City may, as a condition of acceptance of the Proposal, request a Contractor to correct a minor and inconsequential irregularity with no change in the Proposal.

The determination of what is or is not a minor and inconsequential irregularity, the determination of whether to accept, waive, or require correction of an irregularity, and the final determination of the validity, will be at the sole discretion of the City.
 - 17.11. These terms of reference and the accepted proposal documents will form part of the contract made with the Contractor. All proposals are subject to the provisions of the British Columbia Freedom of Information and Protection of Privacy Act.
 - 17.12. Only personnel listed in the successful proposal shall perform the work unless otherwise approved by the City.
 - 17.13. Any disputes will first be attempted to be resolved via frank and open negotiations. If negotiations are unsuccessful, the dispute will be referred to a mutually agreeable third party mediator/arbitrator whose decision will be final and binding.
 - 17.14. Neither party will be responsible for carrying out their duties, nor will they be entitled to any compensation if events beyond their control occur. Examples of such events include, but are not limited to, acts of God, labour disruptions, political decision delays, and protests.
 - 17.15. All Proposals will remain confidential, subject to the Freedom of Information and Protection of Privacy Act of British Columbia.
18. Ownership of Proposals and Sole Use of Reports

- 18.1. All Proposals submitted, other than any Proposal withdrawn prior to the opening of Proposals or any late Proposals, become the property of the City and will not be returned to Contractors.
- 18.2. Any design, report and other material provided by the Contractor, or their sub-contractors, will become the property of and for the sole use of the City.

19. Conflict of Interest

- 19.1. Contractors shall disclose any potential conflicts of interest and existing business relationships they may have with the City, its elected or appointed officials or employees. The City may rely on such disclosure. The City may reject a Proposal from any Contractor that the City judges would be in a conflict of interest if the Contractor is awarded a Contract. Failure to disclose, or provide false or insufficient disclosure of the nature and extent of any relationship the Contractor may have with any employee, officer or director of the City shall be grounds for immediate termination of any Contract with the City, in the City's sole discretion, without further liability of notice.
- 19.2. By submitting a Proposal, the Contractor warrants that neither it nor any of its officers or directors, or any employee with authority to bind the Contractor, has any financial or personal relationship or affiliation with any elected official or employee of the City or their immediate families which might in any way be seen by the City to create a conflict.

20. Confidentiality

- 20.1. Information about the City obtained by Contractors must not be disclosed unless prior written authorization is obtained from the City.
- 20.2. The Contractor agrees that this obligation of confidentiality will survive the termination of the Contract between the Contractor and the City.

21. Relationship of the Parties

- 21.1. The Contractor and the City expressly acknowledge that they are independent entities and neither an agency, partnership nor employer-employee relationship is intended or created by submission of a proposal or subsequent contract.

22. Information Disclaimer

- 22.1. The City, including its Designated Representatives and its directors, officers, employees, agents, contractors and advisors are not liable or responsible for any verbal or written information, or any advice, or any errors or omissions, which may be contained in this RFQ or otherwise provided to any Contractor pursuant to this RFQ.
- 22.2. The City makes no representation, warranty, or undertaking of with respect to this RFQ and the City, its Designated Representatives and its directors, officers, employees, agents, contractors and advisors, shall not be liable or responsible for the accuracy or completeness of the information in this RFQ or any other written or oral information made available to any interested person or its advisors, and any liability however arising, is expressly disclaimed by the City.
- 22.3. While the City has made considerable efforts to ensure an accurate representation of information in this RFQ, the information contained in this RFQ is supplied solely as a guideline for the Contractor and is not necessarily comprehensive or exhaustive. Nothing in this RFQ is intended to relieve the Contractor from forming its own opinions and conclusions in respect of the matters addressed in the RFQ.

23. Freedom of Information and Protection of Privacy Act (BC)

- 23.1. Contractors should note that the City is subject to the Freedom of Information and Protection of Privacy Act (British Columbia), which imposes significant obligations on the City's Contractors to protect all personal information acquired from the City in the course of providing any service to the City.

Appendix A: Contractor Acceptance Form

We certify that we have read and understood the information provided in the RFQ and all subsequent documentation. The information provided in our submission is accurate and we agree to be bound by the all conditions, statements and representations contained herein.

Failure to provide signatures below will result in immediate rejection of the proponent's proposal. The person signing this RFQ declares that they are duly authorized signing authority with the capacity to commit their firm/company to the conditions of this RFQ.

Executed Date: _____

Authorized Signature _____

Printed Name: _____

Title/Position: _____

Company Name: _____

Address: _____

Phone: _____

Fax: _____

Email _____

Appendix B: Equipment Specification List

Proponents are to confirm that the equipment offered has the specifications preferred by the City or if different state what the matching specification is for the equipment offered. Do this for every line item. Descriptive materials may also be enclosed with your proposal. All numerical specifications should be considered as approximate, state the relevant specification for the equipment offered in the "Proposed Specification" column opposite.

PART A: Specification Requirements			
Interpretive Signs			
Specified Requirements		Conform Yes, No or Partial	Proposed specifications if different
Mandatory Equipment			
25	<ul style="list-style-type: none"> .5" thick high pressure laminate panel (iZone, Fossil or equivalent) with full colour digitally printed text and graphics. Each sign measures 3'0" width x 2'5" height Each sign will have different content, following one of five standard templates. 		
Optional Equipment			
Up to 10	<ul style="list-style-type: none"> .5" thick high pressure laminate panel (iZone, Fossil or equivalent) with full colour digitally printed text and graphics. Each sign measures 3'0" width x 2'5" height Each sign will have different content, following one of five standard templates. 		

PART B: Cost Options, Warranty and Service

[illegible]

Appendix C: Proposal Form – Submission Checklist

The documents to be enclosed with this proposal form are as follows:

Documents to be included with RFQ submission:

- ☐ Appendix A – Contractor Acceptance Form
- ☐ Appendix B – Equipment Specification List
- ☐ Appendix C – Proposal Form – Submission Checklist
- ☐ Appendix D – Proponent's Information Form
- ☐ Schedule A – Proposed Pricing Sheet, duly signed.
- ☐ Addenda - Signed and included in the submission, if applicable

Those parts not referenced above but agreed upon by both Parties.

Proponents acknowledge that Addenda may alter the submission requirements. This checklist is a guideline only.

Company Name

Representative Signature

Appendix D: Proponent's Information Form

Proponents must complete this form and include with the Proposal Submission.

Please ensure all information is in ink and legible.

Vendor Name	
Proponent's Main Contact Individual	
Full Address	
Office Phone:	
Cellular:	
Email:	
GST Account # (if applicable)	

Proponent

Signature

Date

Note: All forms that require a signature must be signed by a person authorized to legally bind the Proponent to statements made in response to this RFQ.

The Proponent hereby acknowledges that:

1. it understands and agrees with the RFQ process as described in this RFQ; and
2. the information included in this Proposal is correct and it has thoroughly reviewed and has complied with the documents making up this Proposal, including all drawings and specifications as may be listed in the index, and any addenda or questions and answers as posted.

Schedule A: Proposed Pricing Sheet

All Prices to be stated in Canadian Currency.

Mandatory Equipment:

Price to include all taxes (exclusive of GST and PST), levies and all other charges to be applied to invoice:	\$
PST	\$
GST	\$
Total	\$
Time required to deliver all mandatory equipment as specified from receipt of order.	Weeks

Optional Equipment

Up to 10 additional signs (price per sign)	\$
Additional shipping cost	\$
PST	
GST	
Total Optional (x 10 optional signs)	

Total Mandatory plus Optional Equipment	\$
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The cost of the Proposals will be evaluated on the lump sum price before taxes; the proposed cost of maintenance and/or any extended warranty option will not be part of the evaluation.

If any piece of mandatory or optional equipment is expected to cause significant delivery delays, please explain below.

Proponent

Signature