



Request for Quotation

PFRC00792

Social Development, Finance and Administration
Office Support Services
55 John Street, Metro Hall, 8th Floor
Toronto, ON M5V 3C6

Company name			
Address			
Contact name / Title			
Business #		Ext.	Fax #
e-mail address	j		

Description

For the provision of Professional and Technical Engineering Services for the design, preparation of quotation documents, and contract administration for renovations to MacGregor Fieldhouse, as per the attached scope of work, all in accordance with the terms and conditions set out in Request for Quotation #PFRC00792.

* Please ensure that you sign and date attached "Acknowledgment of Receipt of Terms and Conditions Request for Quotation" (pages 3 & 8 of this package) and return it with your Quotation.

Closing date	Friday, September 11, 2009	Closing time	03:00	<input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	local time
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Issued date	Tuesday, August 25, 2009
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Return this Bid by one of the following submission methods:

<input type="checkbox"/> Fax	416-392-9120
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<input type="checkbox"/> e-mail	
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<input type="checkbox"/> Sealed envelope	Purchasing & Contract Management, 55 John Street, Metro Hall, 8th Floor, Toronto, ON M5V 3C6
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Contact person name	Evelyn D'Souza	Telephone #	416-392-9777
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Documentation required upon award
 Liability Insurance Other – specify:

Mandatory site meeting
 No Yes

Location / Note:
MacGregor Park Fieldhouse, 346 Lansdowne Avenue

Date	Friday, September 4, 2009	Time	02:00	<input type="checkbox"/> a.m. <input type="checkbox"/> p.m.
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Samples and / or Literature required
 No Yes, see details in RFQ



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Bid Form

RFQ for: For the provision of Professional and Technical Engineering Services for the design, preparation of quotation documents, and contract administration for renovations to MacGregor Fieldhouse, as per the attached scope of work, all in accordance with the terms and conditions set out in Request for Quotation #PFRC00792.

Closing date		Friday, September 11, 2009		Closing time		03:00	<input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	local time
Contact person name			Evelyn D'Souza		Telephone #		416-392-9777	
Issued date		Tuesday, August 25, 2009						
Approx. Qty	Unit of Measure	Description	Unit Price	Extended Price				
		Please submit your pricing for this Quotation exclusive of taxes on this form via e-mail or fax by the closing date and time.						
1	lump	Design/ Construction documents phase – 2009						
1	lump	Construction/Contract Administration Phase – 2010						
1	lump	Design Contingency			\$4000.00			
		NOTE: Quantities and Measurements are approximate and must be confirmed at time of award.						
State delivery time from receipt of order				Sub-total				
Invoice sent to:				G.S.T. (5%)				
City of Toronto – Accounts Payable Division				P.S.T. (8%)		N/A		
55 John Street, 14 th Floor, Metro Hall, Toronto, ON M5V 3C6				Total				



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Any discounts for prompt payment will be considered provided that the discount prompt payment is not earlier than 15 days from the receipt of invoice by the City, Accounts Payable Division.

State discount terms:

Where there is a discrepancy between the unit price and the extended price, the unit price shall prevail.

Bidders are expected to acknowledge receipt of Addendum / Addenda as indicated below. Failure to do so may result in the bid being declared non-compliant.

Bidders are required to review, understand and comply with all City of Toronto Purchasing Policies and Procedures, which are available at www.toronto.ca including Fair Wage and Labour Trade requirements www.toronto.ca/fairwage.

I / We the undersigned offer to supply the above at the price and conditions hereon offered:

X

Authorized signature

Date

This form shall be completed, properly signed and received on or before the date and time specified, or your bid will be declared non-compliant