

Contract/Project:

2019-20 Janitorial Services Contract – Request for Proposal (RFP) #2019-JAN
Northwest Regional Airport, Terrace-Kitimat

Site Visit:

An optional (but recommended) site visit will take place on Wednesday, April 3rd, 2019 at 10:00am in the Airport Terminal building. Meet at the Airport Boardroom Room #123.

Tender Scoring Process:

The tenders will be scored as follows:

- 30 points for response time
- 30 points for price
- 30 points for demonstrated ability to do the work
- 10 points for communication during RFP process

Instructions:

RFP #2019-JAN – Sealed RFP Stipulated Price Forms and RFP Specification Form must be received no later than Tuesday, April 9th, 2019 at 2:00pm (local).

Completed RFP Stipulated Price Form must be sent to:

Terrace-Kitimat Airport Society
103 – 4401 Bristol Road
Terrace, B.C. V8G 0E9
Attention: Sonya Gill, Manager of Airport Operations

RFP Stipulated Price & Specification Form can be submitted via email to sgill@yxt.ca. A signed paper copy must be received within two (2) business days.

From (Bidder):

company name

street address or postal box number

city/town, province, and postal code

To (Owner):

Terrace-Kitimat Airport Society
103 – 4401 Bristol Road
Terrace, B.C. V8G 0E9

We, the undersigned, having examined the Request for Proposal documents for the above-named project, including Addenda (list addenda by number here: _____), hereby offer to perform the work in accordance with the RFP #2019-JAN documents, for the stipulated (base bid) price of:

\$ _____ in Canadian dollars, excluding Value Added (G.S.T.) Tax.
amount in figures

We, the undersigned, declare that:

- a) we agree to perform our RFP #2019-JAN work within the completion times as set out below:
 - **Duration:** May 1, 2019 to April 30, 2020
 - **Activity:** Janitorial Services as stipulated in:
 - Appendix A - Janitorial Specification & General Conditions - ATB & CSB
 - Appendix B - Janitorial Specification & General Conditions - ASB
 - Appendix C - Janitorial Quality Standards
 - Appendix D - Service Schedule - ATB & CSB
 - Appendix E - Service Schedule - ASB
 - Janitorial Services Contract - ATB & CSB
 - Janitorial Services Contract - ASB
- b) we have arrived at this bid without collusion with any competitor
- c) this bid is open to acceptance for a period of 30 days from the date of bid closing.

Signatures:

Signed and submitted by:

company name

name and title of authorized signing officer

signature of authorized signing officer

name of witness

signature of witness

Dated this _____ day of _____, 2019.

Note: Affix corporate seal, if applicable.