FORM A: PROPOSAL (See B7)

1.	Contract Title	PROFESSIONAL CO PROGRAM FACILITY	NSULTING SERVICES FOR ARCHIV REQUIREMENTS	/AL			
2.	Proponent						
		Name of Proponent (Legal I					
		Usual Business Name of Proponent as it appears on Invoice (if different from above)					
		Street					
		City	Province	Postal Code			
		Email Address of Proponen	t				
		Facsimile Number					
	(Mailing address if different)	Street or P.O. Box					
		City	Province	Postal Code			
		GST Registration Number (f applicable) Province	Postal Code			
		The Proponent is:					
	(Choose one)	a sole proprietor					
		a partnership					
		a corporation					
		carrying on business u	inder the above name.				
3.	Contact Person	The Proponent hereby authorizes the following contact person represent the Proponent for purposes of the Proposal.					
		Contact Person	Title				
		Telephone Number	Facsimile Number				
4.	Definitions	All capitalized terms ascribed to them in the	used in the Contract shall have General Conditions.	the meanings			

5.	Offer	The Proponent hereby offers to perform the Services in accordance with the Contract for the Fees, in Canadian funds, set out in response to B8 Fees.					
6.	Execution of Contract	The Proponent agrees to execute and return the Contract no later than seven (7) Calendar Days after receipt of the Contract, in the manner specified in C4.1.					
7.	Commencement of the Work	The Proponent agrees that no Services shall commence until he/she is in receipt of a notice of award from the Award Authority authorizing the commencement of the Services.					
8.	Contract	By submitting a bid in response to this RFP, the Proponent certifies that it has read, understands, and agrees to the terms and conditions of this RFP and that the RFP, in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Proposal.					
9.	Addenda	The Proponent certifies that the following addenda have been rece and agrees that they shall be deemed to form a part of the Contract:					
		No Dated					
10.	Time	This offer shall be open for acceptance, binding and irrevocable for a period of ninety (90) Calendar Days following the Submission Deadline.					
11.	Indigenous Self- Declaration	The City is requesting that Proponents identify if their business is at least 51% owned by one or more Indigenous persons of Canada.					
		YES, 51% or more Indigenous ownership					
		NO, it is not					

This information is being gathered for statistical purposes only and will not be used for purposes of evaluation.

12.	Signatures	The Proponent or	the	Proponent's	authorized	official	or	officials	have
		signed this							

_____ day of _____ , 20_____ .

Signature of Proponent or Proponent's Authorized Official or Officials

(Print here name and official capacity of individual whose signature appears above)

(Print here name and official capacity of individual whose signature appears above)