

**FORM A: BID**  
(See B8)

1. Contract Title SUPPLY AND DELIVERY OF PROPANE

2. Bidder

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Usual Business Name of Bidder as it appears on Invoice (if different from above)

\_\_\_\_\_  
Street

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Email Address of Bidder

\_\_\_\_\_  
Facsimile Number

(Mailing address if different)

\_\_\_\_\_  
Street or P.O. Box

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
GST Registration Number (if applicable)

The Bidder is:

(Choose one)

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Bidder hereby authorizes the following contact person to represent the Bidder for purposes of the Bid.

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Facsimile Number

4. Definitions

All capitalized terms used in the Contract Documents shall have the meanings ascribed to them in the General Conditions..

5. Offer The Bidder hereby offers to perform the Work in accordance with the Contract for the price(s), in Canadian funds, set out on Form B: Prices, appended hereto.

6. Commencement of the Work The Bidder agrees that no Work shall commence until he/she is in receipt of a notice of award authorizing the commencement of the Work.

7. Contract By submitting a bid in response to this Tender, the Bidder certifies that it has read, understands, and agrees to the terms and conditions of this Tender and that the Tender, 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 Bid.

8. Addenda The Bidder certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract:

No.	Dated
_____	_____
_____	_____
_____	_____

9. Time This offer shall be open for acceptance, binding and irrevocable for a period of sixty (60) Calendar Days following the Submission Deadline.

10. Indigenous Self-Declaration The City is requesting that Bidders 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.

11. Signatures

The Bidder or the Bidder's authorized official or officials have signed this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ .

Signature of Bidder or  
Bidder'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)

**FORM B: PRICES**  
(See B9)

**SUPPLY AND DELIVERY OF PROPANE**

**UNIT PRICES**

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE Effective April 1 - April 30, 2020 (See Form N)	AMOUNT
1.	Propane - bulk heating	E2.4	Litre	40,100		
2.	Delivery of Propane 20 lb. Cylinder (18.0 L)	E2.4	Cylinder	10		
3.	Delivery of Propane 30 lb. Cylinder (24.0 L)	E2.4	Cylinder	10		
4.	Delivery of Propane 33 lb. Cylinder (29.6 L)	E2.4	Cylinder	5		
5.	Delivery of Propane 100 lb. Cylinder (89.8 L)	E2.4	Cylinder	5		
6.	Pick-up of Propane 20 lb. Cylinder (18.0 L)	E2.5	Cylinder	10		
7.	Pick-up of Propane 30 lb. Cylinder (24.0 L)	E2.5	Cylinder	10		
8.	Pick-up of Propane 33 lb. Cylinder (29.6 L)	E2.5	Cylinder	5		
9.	Pick-up of Propane 100 lb. Cylinder (89.8 L)	E2.5	Cylinder	5		
10.	Pick-up & Delivery of Propane 20 lb. Cylinder (18.0 L)	E2.6	Cylinder	270		
11.	Pick-up & Delivery of Propane 30 lb. Cylinder (24.0 L)	E2.6	Cylinder	200		
12.	Pick-up & Delivery of Propane 33 lb. Cylinder (29.6 L)	E2.6	Cylinder	1100		
13.	Pick-up & Delivery of Propane 100 lb. Cylinder (89.8 L)	E2.6	Cylinder	60		
14.	Rental of Propane Cylinder 20 lb. Cylinder	E2.7	Monthly Rental	60		
15.	Rental of Propane Cylinder 30 lb. Cylinder	E2.7	Monthly Rental	10		
16.	Rental of Propane Cylinder 33 lb. Cylinder	E2.7	Monthly Rental	200		
17.	Rental of Propane Cylinder 100 lb. Cylinder	E2.7	Monthly Rental	5		
18.	Rental of Propane Cylinder 420 lb. Cylinder	E2.7	Monthly Rental	5		
19.	Purchase of Propane Cylinder 20 lb. Cylinder	E2.8	Each	10		
20.	Purchase of Propane Cylinder 30 lb. Cylinder	E2.8	Each	10		

**FORM B: PRICES**  
(See B9)

**SUPPLY AND DELIVERY OF PROPANE**

**UNIT PRICES**

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE Effective April 1 - April 30, 2020 (See Form N)	AMOUNT
21.	Purchase of Refurbished Propane Cylinder 20lb.	E2.9	Each	50		
22.	Purchase of Refurbished Propane Cylinder 30lb.	E2.9	Each	30		
TOTAL BID PRICE (GST and MRST extra) (in numbers) \$ _____						

\_\_\_\_\_  
Name of Bidder

**FORM N: PRICE ADJUSTMENT MECHANISM**  
(See B9)

**SUPPLY AND DELIVERY OF PROPANE**

Prices for Items No. 1 to 13 on Form B: Prices are based on the Bidder's following price adjustment mechanism for the period **April 1, 2020 - April 30, 2020:**

Reference Benchmark:	The Bidder shall Identify the Reference Benchmark, or reference index, identify f.o.b. point, and If a third party report or publication is referenced indicate the data source (example: "Conoco at Winnipeg" or "Propane @ Edmonton – Average of 5 reported by Lasso Information Services Ltd.").
Reference Price:	The Bidder shall Identify the Reference Price used to calculate the bid price on Form B: Prices (example: "\$392.00/m <sup>3</sup> "). If the Reference Price is posted in other than Canadian dollars per cubic metre or per litre, the Bidder shall identify the currency exchange rates used including index, rate, date and data source (Example: "United States dollar, 1.05682000, Monthly average, daily noon rate, <b>March 2020</b> , Bank of Canada"). If applicable, the Bidder shall identify the conversion factor for the unit of measure, e.g., "US Gal = 3.785 litres").
Date / Time Period:	The Bidder shall Use the Date/Time Period for which the Reference Prices was reported or calculated as <b>March 20, 2020</b> .
Sample Calculation:	If the Bidder's proposed Price Adjustment Mechanism is not in accordance with B10.1, the Bidder shall provide a sample calculation demonstrating how prices will be adjusted as the Reference Price changes.