

# BID APPROVAL NOTE

**Bid # and Name:** 2021056 – Supply and Delivery of Rainwear  
**Date Prepared:** Thursday, April 8, 2021  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Shawn Skinner, Finance & Administration  
**Ward:** N/A

**Department:** Finance and Administration  
**Division:** Supply Chain  
**Quotes Obtained By:** Jessica Squires  
**Budget Code:** Charged to various user operating budgets as required  
**Source of Funding:** Operating

**Purpose:**

To provide Rainwear to City employees. These items will be stocked in the City's central stores to ensure accessibility on an as required basis.

**Results:**  As attached  As noted below

Vendor Name	Bid Amount

**Expected Value:**  As above  
 Value shown is an estimate only for a 1 year period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:** 2 years, with an option for up to 2 additional 1-year extensions.

**Bid Exception:** None

**Recommendation:**

That Council award open call 2021056 – Supply and Delivery of Rainwear, to the lowest bidder meeting the specifications, D'Costa Marketing Limited for \$29,060.20 (including HST), as per the Public Procurement Act. There is a price escalation allowance which is up to a maximum of the appropriate CPI index for years 3 and beyond.

**Attachments:**



**Report Approval Details**

Document Title:	2021056 - Supply and Delivery of Rainwear.docx
Attachments:	- Spreadsheet for Council.pdf
Final Approval Date:	Apr 8, 2021

This report and all of its attachments were approved and signed as outlined below:

**Rick Squires - Apr 8, 2021 - 8:59 AM**

**Derek Coffey - Apr 8, 2021 - 9:01 AM**