

TO: **Government of Newfoundland and Labrador, Public Procurement Agency**

**Report to Chief Procurement Officer, Public Procurement Agency  
(Pursuant to Section 32 or *The Public Procurement Regulations*)  
Version 1 – 2018-03-24**

FROM: Government Funded Body  
City of St. John's, P.O. Box 908, St. John's, NL A1C5M2

**Contract Description:**

Microsoft Surface Book 2 - ordered 53 laptops as emergency due to COVID-19 for staff to be working from home. Reference PUR00112282

**Contractor, Supplier or Lessor:**

Name: Brunnet Inc.

Address: 60 Bishop Drive, Fredericton, NB E3C 1B2 Country: Canada

Contract Price  
(exclusive of HST): \$ 120,153.65

Contract # or PO #: PUR00112282 Date of Award: 03/18/2020

**Relevant Exception Clause (select only one):**

6(a)(iv) Emergency/Urgency

**Reason(s) Why an Open Call for Bids Was Not Invited:**

This is not going to Tender as its and Emergency Order of laptops required for Staff to work from home due to COVID-19 pandemic.

Prepared by: Keith Barrett

Date: 03/18/2020

Head of Public Body:  
(City Manager)



Date: 03/18/2020

## Contract Award Without an Open Call for Bids

### Relevant Exemption Clauses:

- 6(a)(ii): The commodity is of the nature that an open call for bids could reasonably be expected to compromise security
- 6(a)(iii): The commodity is available from a public body
- 6(a)(iv): An emergency or a situation or urgency exists and the acquisition of the commodity cannot reasonably be made in time by an open call for bids
- 6(a)(v): There is only one source reasonably available for the commodity
- 6(a)(vi): A list of pre-qualified suppliers has been established using a request for qualifications and the public body is requesting quotations from all pre-qualified suppliers on the list
- 6(a)(vii): An acquisition of a commodity is for the purpose of resale or for incorporation into a product or resale
- 6(b): Set rates have been established by the Public Utilities Boards acting under the *Public Utilities Act* or another Act
- 19:
  - (1) The acquisition of a commodity is exempt from the requirements of the framework where the following requirements are satisfied:
    - (a) the minister responsible for economic development has recommended the exemption on the basis that the acquisition of the commodity is for the purpose of economic development;
    - (b) the exemption has been approved by the Lieutenant-Governor in Council; and
    - (c) the exemption is not precluded by an intergovernmental trade agreement.
  - (2) Where a public body acquires a commodity that is exempted under subsection (1), the public body shall report the acquisition to the chief procurement officer.