

**THE CORPORATION OF THE TOWN OF COBOURG**



CO - 22 - 27 – CSD Seasonal Lights

**Supply, Installation and Removal of  
Downtown Seasonal Lights**

Your company is invited to provide a quotation to the undersigned by 2:00 p.m. Tuesday, October 18, 2022, for the supply of Downtown Seasonal Lights for the Downtown Area.

**All Submissions must be received at:  
LEGISLATIVE SERVICES, 55 King Street West, Cobourg ON K9A 2M2 905-372-4301**

GENERAL:

Town of Cobourg, in partnership with the Downtown Business Improvement Association (DBIA), is seeking prices for the rental supply and installation of 90 (ninety) Seasonal Lights. The Lights are to be placed on existing Street Lights, (copy of streetlights attached) and all power will be secured by the Town of Cobourg. Also attached is a copy of the previous light used. Prices should be for the same, or similar, display.

**Requirements**

The supply and installation of 90 (ninety) Seasonal Lights matching, or similar to, the photo supplied.

Installation shall be completed by November 14, 2023, shall be removed by February 2024.

The rental agreement shall be for a period of 3 (three) years starting November 2023 with an option to purchase at the end of the agreement.

Installation and removal dates for subsequent years shall be arranged on a year-by-year basis.



THE CORPORATION OF THE TOWN OF COBOURG

# TENDER BID RECEIPT LABEL

**THIS LABEL MUST BE SECURELY ATTACHED TO THE FRONT OF THE SEALED ENVELOPE CONTAINING THE TENDER BID.**

**ALL TENDER BIDS MUST BE RECEIVED AT:  
LEGISLATIVE SERVICES, 55 King Street West, Cobourg ON K9A 2M2 905-372-4301**

<i>COMPLETED BY DEPARTMENT ISSUING TENDER BID</i>	
TENDER BID NUMBER:	CO - 22 - 27 - CSD
TENDER BID NAME:	Seasonal Lights
CLOSING DATE:	Tuesday, October 18, 2022
CLOSING TIME:	2:00 P.M.

<i>COMPLETED BY COMPANY SUBMITTING TENDER BID</i>	
SUBMITTED BY:	
COMPANY CONTACT:	
COMPANY NAME:	
COMPANY ADDRESS:	
COMPANY PHONE:	

<i>LEGISLATIVE SERVICES USE ONLY</i>		
TENDER BID RECEIPT:		
DATE:	TIME:	INITIALS:

<i>LEGISLATIVE SERVICES USE ONLY</i>			
TENDER BID OPENING:			
DATE:	TIME:	INITIALS:	INITIALS:

By-law 016-2012, Purchasing Policy (est March 19, 2012)  
Part 7.1, Section 7, RETURN RECEIPT OF COMPETITIVE BID DOCUMENTS, Purchasing Policy,  
"All tender bids will be issued from and received at the office of the Municipal Clerk, located at the  
Main Floor of Victoria Hall, 55 King Street West, Cobourg, Ontario K9A 2M2,  
using the appropriate label or envelope as provided in bid package."

INSURANCE:

The Supplier shall hold the Town free from all claims or damage in connection with the work and shall provide proof of minimum \$5,000,000.00 public liability insurance.

SAFETY:

The Supplier shall be responsible for maintaining a safe workplace at all times. The Supplier shall ensure that all employees are aware of the requirements of Bill 208 and that all work is carried out in accordance with the Occupational Health & Safety Act.

GUARANTEE PERIOD:

Should any Seasonal Light become inoperable after installation, the supplier shall replace the item, at no additional cost to the Town of Cobourg or the DBIA, within 48 hours of being notified.

AWARD OF CONTRACT:

The successful supplier will be required to show proof of registration with the WSIB. Quotations clearly marked **Downtown Seasonal Lights**, will be accepted by the undersigned until **2:00 p.m. Tuesday, October 18, 2022.**

The successful supplier will be notified by (Date budget is passed)

Lowest or any quotation not necessarily accepted.

**Lump Sum Price**

**Supply, Installation and Removal of Seasonal Lights**

\_\_\_\_\_

**HST**

\_\_\_\_\_

**TOTAL**

\_\_\_\_\_

I/we the undersigned having carefully examined the sites of the proposed work and having read, understood, and accepted the specifications, conditions and drawings hereby offer to furnish all labour, machinery and material to complete the work for the lump sum prices shown above.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Phone No: \_\_\_\_\_

Address: \_\_\_\_\_

Fax No: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Jackie Chapman Davis  
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Town of Cobourg  
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