



## PORT COLBORNE

Request For Proposal  
Project No. 2021-14  
Engineering Office Partition Walls  
City of Port Colborne

Sealed Bids, plainly marked as to contents, will be received by the office of the City Clerk until 2:00:00 p.m. local time on: **Monday, April 26th, 2021**

The City of Port Colborne is issuing this Request for Proposal (“RFP”) to solicit competitive Proposals from qualified, professional firms for the design, supply and install of office partition walls at the Engineering and Operations Centre, in the City of Port Colborne (the “Project”). The Project entails the design of an office separation solution, to subdivide an existing, open office space along with, the supply and installation of the design.

Interested bidders are required to respond to Janice Peyton, Executive Administrative Assistant to Director of Public Works, at [janice.peyton@portcolborne.ca](mailto:janice.peyton@portcolborne.ca), **by email only** and by no later than **Tuesday, April 13th, 2021 at 12:00:00pm**. If a response is not received by the deadline, no documents will be available to your firm.

This contract utilizes the “Niagara Peninsula Standard Contract Document” which forms the specification documents excepting the “Standard Instruction to Bidders, Form of Proposal, and Supplementary Special Provisions.” The “Standard Document” is available on the internet at the “Tenders” section of the Regional Municipality of Niagara website [www.niagararegion.ca](http://www.niagararegion.ca)

Bids will be opened the same day that they close at **2:00:00 p.m. local time, Monday, April 26th, 2021. There will not be a public tender opening due to COVID-19.** The lowest or any bid will not necessarily be accepted.

Amber LaPointe  
City Clerk

Mason Thomas  
Facilities Supervisor