



THE CORPORATION OF THE CITY OF WINDSOR  
OFFICE OF THE CITY SOLICITOR

DAWN LAMONTAGNE  
Purchasing Manager (A)

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TELEPHONE NUMBER

January 19, 2026

**PROPOSAL NO. 78-23 – 2026 ANNUAL REVIEW PERIOD - IT ROSTER**

**Electronic bid submissions only**, shall be accepted and received by the City on or before the Submission Deadline of **Wednesday, FEBRUARY 11<sup>th</sup>, 2026**, at Eleven-Thirty Fifty-Nine (11:30:59) a.m. (E.S.T) through the City's Bidding System: [www.biddingo.com/windsor](http://www.biddingo.com/windsor), to creating a roster of IT Deliverables which are less than \$100,000.00 (excluding HST) on an "as and when requested" basis under a standing offer agreement (the "Roster"). The duration of the agreement is from March 1, 2026 to December 31, 2028.

Proposal documents are available for download, upon payment of a non-refundable fee at Biddingo, [www.biddingo.com/windsor](http://www.biddingo.com/windsor). A Bid submitted by mail, in person, fax, e-mail or other electronic means, other than through the Bidding System: [www.biddingo.com/windsor](http://www.biddingo.com/windsor), will not be accepted.

There will be no public opening of this proposal.

Acceptance or rejection of any proposal will be made in accordance with City of Windsor Purchasing By-Law No. 93-2012 and amendments thereto. This procurement is subject to the Canadian Free Trade Agreement (CFTA), approved July 1, 2017.

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

*Jennifer Musson*  
Jennifer Musson  
Purchasing Supervisor (A)

JM/fw