

ALEX VUCINIC  
Manager of Purchasing &  
Risk Management

Dawn Lamontagne  
Supervisor of Purchasing

(519) 255-6272  
TELEPHONE NUMBER

---

April 24, 2024

**PROPOSAL NO. 62-24, MAILING POSTAGE MACHINE AND SERVICES**

**Electronic bid submissions only, shall be accepted and received by the City on or before the Submission Deadline of THURSDAY, MAY 30, 2024, at Eleven-Thirty Fifty-Nine (11:30:59) a.m. (E.D.T) through the City's Bidding System: [www.biddingo.com/windsor](http://www.biddingo.com/windsor), for Mail Postage Machine options and Services.**

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.

Contract award will be posted on The City of Windsor website, [www.citywindsor.ca](http://www.citywindsor.ca) and results to [www.citywindsor.ca](http://www.citywindsor.ca) and the Bidding System: [www.biddingo.com/windsor](http://www.biddingo.com/windsor). The document is available in PDF and is bookmarked for easy reference.

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**



Dawn Lamontagne  
Supervisor of Purchasing

DL/js