



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

ALEX VUCINIC
Manager of Purchasing

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PROPOSAL NO. 173-22, DIGITIZATION OF RECORDS SERVICES AND ELECTRONIC DOCUMENT AND RECORDS MANAGEMENT SOLUTION (EDRMS)

Electronic bid submissions shall be accepted and received by the City, on or before the Submission Deadline of WEDNESDAY, DECEMBER 21, 2022, at Eleven-Thirty Fifty-Nine (11:30:59) a.m. (E.S.T) through the City's Bidding System: www.biddingo.com/windsor, to provide a Digitization of Physical Records services and/or an Electronic Document and Records Management Solution (EDRMS) that includes supporting professional services.

Proposal documents are available now for download, upon payment of a non-refundable fee at Biddingo, 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, 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

Elaine Castellan

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