



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

**ALEX VUCINIC  
Manager of Purchasing**

**Elaine Castellan  
Purchasing Supervisor**

**(519) 255-6272  
TELEPHONE NUMBER**

---

January 10, 2023

**PROPOSAL NO. 152-17 – 2023 ANNUAL REVIEW PERIOD ENGINEERING  
ARCHITECTURAL ROSTER**

**Electronic bid submissions only**, shall be accepted and received by the City on or before the Submission Deadline of **THURSDAY, JANUARY 26<sup>TH</sup>, 2023** 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), ***for any consultants not currently on the roster***, to apply for the roster of engineering and architectural consultants for engineering and architectural assignments which are less than \$100,000 (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, 2023 to December 31, 2023.

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**

*Alex Vucinic*

Alex Vucinic  
Purchasing Manager

AV/jm