|  |  |
| --- | --- |
|  | SCHEDULE B - QUOTATION |

RFQ Title: **Fire Uniform Procurement**

RFQ No: 1220-040-2022-047

**CONTRACTOR**

**Legal Name:**

**Contact Person and Title:**

**Business Address:**

**Business Telephone:**

**Business Fax:**

**Business E-Mail Address:**

**CITY OF SURREY**

City Representative: Sunny Kaila, Manager, Procurement Services

E-mail for PDF Files: [purchasing@surrey.ca](mailto:purchasing@surrey.ca)

If this Quotation is accepted by the City, a contract will be created as described in:

(a) the Agreement;

(b) the RFQ; and

(c) other terms, if any, that are agreed to by the parties in writing.

Capitalized terms used and not defined in this Quotation will have the meanings given to them in the RFQ. Except as specifically modified by this Quotation, all terms, conditions, representations, warranties and covenants as set out in the RFQ will remain in full force and effect.

I/We have reviewed the RFQ Attachment 1 – Agreement – Goods and Services. If requested by the City, I/we would be prepared to enter into that Agreement, amended by the following departures (list, if any):

**Section Requested Departure(s)**

**Please State Reason for the Departure(s):**

The City requires that the successful Contractor have the following in place **before providing the Goods and Services**:

1. Workers’ Compensation Board coverage in good standing and further, if an “Owner Operator” is involved, personal operator protection (P.O.P.) will be provided,

Workers' Compensation Registration Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

1. Prime Contractor qualified coordinator is Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

1. Insurance coverage for the amounts required in the proposed Agreement as a minimum, naming the City as additional insured and generally in compliance with the City’s sample insurance certificate form available on the City’s Website at [www.surrey.ca](http://www.surrey.ca) search [Standard Certificate of Insurance](http://www.surrey.ca/files/DCT_Standard_Certificate_of_Insurance_2014.docx);

(d) City of Surrey or Intermunicipal Business License: Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

(e) If the Contractor’s Goods and Services are subject to GST, the Contractor’s GST Number is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; and

(f) If the Contractor is a company, the company name indicated above is registered with the Registrar of Companies in the Province of British Columbia, Canada, Incorporation Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

As of the date of this Quotation, we advise that we have the ability to meet all of the above requirements **except as follows** (list, if any):

**Requested Departure(s):**

**Please State Reason for the Departure(s):**

The Contractor acknowledges that the departures it has requested in Sections 3 and 4 of this Quotation will not form part of the Agreement unless and until the City agrees to them in writing by initialing or otherwise specifically consenting in writing to be bound by any of them.

**Changes and Additions to Specifications:**

In addition to the warranties provided in the Agreement, this Quotation includes the following warranties:

I/We have reviewed the RFQ Attachment 1, Schedule A – Specifications of Goods and Scope of Services. If requested by the City, I/we would be prepared to meet those requirements, amended by the following departures and additions (list, if any):

**Requested Departure(s)**

**Please State Reason for the Departure(s):**

**Fees and Payments**

The quantities listed below are amounts the City estimates it may order over the initial Term up to December 31, 2025. This includes the first order estimated to be sent by September 7, 2022, as well as the estimated yearly bulk orders (January of each calendar year). The City does not expressly nor by implication agree that the actual amounts of Goods of any class will correspond even approximately to this estimate, but reserves the right to increase or decrease the amounts of any class or portion of the Goods, or to omit portions of the Goods that may be deemed necessary or expedient by the City. The Contractor offers to supply and deliver (inclusive of delivery, shipping, and handling fees) to the City of Surrey the Goods and Services for the prices plus applicable taxes as follows. **PRICES ARE TO REMAIN FIRM UNTIL DECEMBER 31, 2025:**

|  |  |  |  |
| --- | --- | --- | --- |
| **F.O.B.** Destination Freight Prepaid | **Payment Terms**:  A cash discount of \_\_\_\_% will be allowed if invoices are paid within \_\_\_ days, or the \_\_\_ day of the month following, or net 30 days, on a best effort basis. | | **Ship Via:** |
| **Summary of Prices**  CURRENCY: Canadian | | | |
| **Title** | | **Amount** | |
| Category 1 – Shirts | | $ | |
| Category 2 – Uniforms | | $ | |
| Category 3 – Outerwear | | $ | |
| Category 4 – Hats | | $ | |
| Category 5 – Sportswear | | $ | |
| Category 6 – Footwear | | $ | |
| Category 7 – Formalwear | | $ | |
| Category 8 – Accessories | | $ | |
| Category 9 – Retirement | | $ | |
| Category 10 – Volunteer | | $ | |
| **Subtotal:** | | $ | |
| **Discount** if all Categories are awarded as one package \_\_\_\_\_ % | | $ | |
| **Subtotal:** | | $ | |
| **GST 5%:** | | $ | |
| **PST 7%:** | | $ | |
| **TOTAL QUOTATION PRICE:** | | $ | |

**Note: Overheads, General Conditions and Profit are to be included in the above amounts.**

| **CATEGORY 1 – SHIRTS** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **1a** | Shirt – Tactical Navy L/S |  |  |  | 100 | Each | $ | $ |
| **1b** | Shirt – Tactical Ladies Dark Navy L/S |  |  |  | 15 | Each | $ | $ |
| **2a** | Shirt – Tactical Navy S/S |  |  |  | 530 | Each | $ | $ |
| **2b** | Shirt – Tactical Ladies Dark Navy S/S |  |  |  | 70 | Each | $ | $ |
| **3a** | Shirt – Tactical Light Blue L/S |  |  |  | 140 | Each | $ | $ |
| **3b** | Shirt – Standard Ladies Lt. Blue L/S |  |  |  | 10 | Each | $ | $ |
| **4a** | Shirt – Tactical Light Blue S/S |  |  |  | 400 | Each | $ | $ |
| **4b** | Shirt – Standard Ladies Lt. Blue S/S |  |  |  | 20 | Each | $ | $ |
| **5a** | Shirt – Tactical White L/S |  |  |  | 40 | Each | $ | $ |
| **5b** | Shirt – Standard Ladies White L/S |  |  |  | 30 | Each | $ | $ |
| **6a** | Shirt – Tactical White S/S |  |  |  | 45 | Each | $ | $ |
| **6b** | Shirt – Standard Ladies White S/S |  |  |  | 50 | Each | $ | $ |
| **7** | Shirt – Maternity Dark Navy Blue S/S |  |  |  | 5 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 1 – Shirts on the Summary of Prices)**

| **CATEGORY 2 – UNIFORMS** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **8** | Tunics with Pants |  |  |  | 50 | Each | $ | $ |
| **9** | Pants – Comfort Waist |  |  |  | 420 | Each | $ | $ |
| **10** | Pants – Western Pocket |  |  |  | 240 | Each | $ | $ |
| **11** | Pants – Women Low Cut Waist |  |  |  | 80 | Each | $ | $ |
| **12** | Pants – Maternity |  |  |  | 5 | Each | $ | $ |
| **13** | Pants – Work Cotton |  |  |  | 20 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 2 – Uniforms on the Summary of Prices)**

| **CATEGORY 3 – OUTERWEAR** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **14** | Jacket – Rain (Navy) |  |  |  | 200 | Each | $ | $ |
| **15** | Jacket – Polar Fleece (Navy) |  |  |  | 400 | Each | $ | $ |
| **16** | Jacket – Support Rain (Black) |  |  |  | 5 | Each | $ | $ |
| **17** | Ladies Cardigan |  |  |  | 10 | Each | $ | $ |
| **18** | Vest |  |  |  | 10 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 3 – Outerwear on the Summary of Prices)**

| **CATEGORY 4 – HATS** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **19** | Cap – Uniform |  |  |  | 60 | Each | $ | $ |
| **20** | Cap – Baseball |  |  |  | 800 | Each | $ | $ |
| **21** | Toque |  |  |  | 250 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 4 – Hats on the Summary of Prices)**

| **CATEGORY 5 – SPORTSWEAR** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **22** | Sweatshirt – Grey |  |  |  | 350 | Each | $ | $ |
| **23** | Sweatshirt – Navy |  |  |  | 350 | Each | $ | $ |
| **24** | T-Shirts – Navy S/S |  |  |  | 3,000 | Each | $ | $ |
| **25** | T-Shirts – White S/S |  |  |  | 1,000 | Each | $ | $ |
| **26** | T-Shirt – Navy L/S |  |  |  | 250 | Each | $ | $ |
| **27** | T-Shirt – White L/S |  |  |  | 90 | Each | $ | $ |
| **28** | T-Shirt – Navy L/S Undershirt Mock |  |  |  | 60 | Each | $ | $ |
| **29** | T-Shirt – White long sleeve Undershirt Mock |  |  |  | 40 | Each | $ | $ |
| **30** | Athletic T-Shirt – Black |  |  |  | 1,200 | Each | $ | $ |
| **31** | Athletic T-Shirt – Women |  |  |  | 80 | Each | $ | $ |
| **32** | Athletic Shorts – Black |  |  |  | 930 | Each | $ | $ |
| **33** | Athletic Shorts – Women |  |  |  | 75 | Each | $ | $ |
| **34** | T-Shirt – Pink – Short Sleeve |  |  |  | 150 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 5 – Sportswear on the Summary of Prices)**

| **CATEGORY 6 – FOOTWEAR** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **35** | Shoe – Ladies Black Safety (Mellow Walk) |  |  |  | 15 | Each | $ | $ |
| **36** | Shoe – 6” (Blundstones) |  |  |  | 400 | Each | $ | $ |
| **37** | Shoe – 4” (Terra# 835235) |  |  |  | 35 | Each | $ | $ |
| **38** | Shoe – 6” (Magnum# H5320) |  |  |  | 50 | Each | $ | $ |
| **39** | Shoe – 9” (Original SWAT Classic) |  |  |  | 50 | Each | $ | $ |
| **40** | Shoe – 8” (HAIX R2) |  |  |  | 150 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 6 – Footwear on the Summary of Prices)**

| **CATEGORY 7 – FORMALWEAR** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **41** | Shoe – Gala Black Leather (Thorogood #831-6027) |  |  |  | 15 | Each | $ | $ |
| **42** | Gala Dress – Shirt, c/w Tie & Cumerbund |  |  |  | 2 | Each | $ | $ |
| **43** | Gala Dress Wear – Jackets & Trousers |  |  |  | 2 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 7 – Formalwear on the Summary of Prices)**

| **CATEGORY 8 – ACCESSORIES** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **44** | Bag – Day (Black) |  |  |  | 250 | Each | $ | $ |
| **45** | Bag – Gear |  |  |  | 200 | Each | $ | $ |
| **46** | Bag Garment |  |  |  | 50 | Each | $ | $ |
| **47** | Rehab Bag (Black) |  |  |  | 120 | Each | $ | $ |
| **48** | Bag – Toiletry Kit |  |  |  | 120 | Each | $ | $ |
| **49** | Belts 1-1/2” |  |  |  | 230 | Each | $ | $ |
| **50** | Gloves Leather |  |  |  | 50 | Each | $ | $ |
| **51** | Socks – Cotton |  |  |  | 2,000 | Each | $ | $ |
| **52** | Tie – Clip on style |  |  |  | 80 | Each | $ | $ |
| **53** | Tie – Regular |  |  |  | 50 | Each | $ | $ |
| **54** | Watch – Digital |  |  |  | 225 | Each | $ | $ |
| **55** | Watch – Digital (Women’s) |  |  |  | 20 | Each | $ | $ |
| **56** | Watch –Analog |  |  |  | 100 | Each | $ | $ |
| **57** | Coveralls |  |  |  | 100 | Each | $ | $ |
| **58** | Engraved Belt Buckle |  |  |  | 150 | Each | $ | $ |
| **59** | Name Tag |  |  |  | 350 | Each | $ | $ |
| **60a** | Hat Badge – Silver (Firefighter) |  |  |  | 50 | Each | $ | $ |
| **60b** | Hat Badge – Silver 2 Bugle (Captain) |  |  |  | 20 | Each | $ | $ |
| **60c** | Hat Badge – Gold 2 Bugle (B/C) |  |  |  | 10 | Each | $ | $ |
| **60d** | Hat Badge – Gold 3 Bugle (A/C) |  |  |  | 5 | Each | $ | $ |
| **60e** | Hat Badge – Gold 4 Bugle (D/C) |  |  |  | 5 | Each | $ | $ |
| **60f** | Hat Badge – Gold 5 Bugle (Chief) |  |  |  | 5 | Each | $ | $ |
| **61a** | Epaulettes – Silver (Dispatch Supervisor) |  |  |  | 5 | Each | $ | $ |
| **61b** | Epaulettes – 2 Silver Bars (Captain) |  |  |  | 150 | Each | $ | $ |
| **61c** | Epaulettes – 2 Gold Bars (B/C) |  |  |  | 20 | Each | $ | $ |
| **61d** | Epaulettes – 3 Gold Bars (A/C) |  |  |  | 10 | Each | $ | $ |
| **61e** | Epaulettes – 4 Gold Bars (D/C) |  |  |  | 10 | Each | $ | $ |
| **61f** | Epaulettes – 5 Gold Bars (Chief) |  |  |  | 5 | Each | $ | $ |
| **62a** | Collar Dogs Jacket – Silver (Firefighter) |  |  |  | 20 | Each | $ | $ |
| **62b** | Collar Dogs Jacket – Silver 2 Bugle (Captain) |  |  |  | 75 | Each | $ | $ |
| **62c** | Collar Dogs Jacket – Gold 2 Bugle (B/C) |  |  |  | 25 | Each | $ | $ |
| **62d** | Collar Dogs Jacket – Gold 3 Bugle (A/C) |  |  |  | 15 | Each | $ | $ |
| **62e** | Collar Dogs Jacket – Gold 4 Bugle (D/C) |  |  |  | 5 | Each | $ | $ |
| **62f** | Collar Dogs Jacket – Gold 5 Bugle (Chief) |  |  |  | 5 | Each | $ | $ |
| **63a** | Collar Dogs Shirt – Silver 2 Bugle (Captain) |  |  |  | 200 | Each | $ | $ |
| **63b** | Collar Dogs Shirt – Gold 2 Bugle (B/C) |  |  |  | 20 | Each | $ | $ |
| **63c** | Collar Dogs Shirt – Gold 3 Bugle (A/C) |  |  |  | 10 | Each | $ | $ |
| **63d** | Collar Dogs Shirt – Gold 4 Bugle (D/C) |  |  |  | 10 | Each | $ | $ |
| **63e** | Collar Dogs Shirt – Gold 5 Bugle (Chief) |  |  |  | 2 | Each | $ | $ |
| **64a** | Tie Clip Firefighter – Silver (Firefighter) |  |  |  | 30 | Each | $ | $ |
| **64b** | Tie Clip Captain – Silver 2 Bugle (Captain) |  |  |  | 60 | Each | $ | $ |
| **64c** | Tie Clip – Gold 2 Bugle (B/C) |  |  |  | 15 | Each | $ | $ |
| **64d** | Tie Clip – Gold 3 Bugle (A/C) |  |  |  | 10 | Each | $ | $ |
| **64e** | Tie Clip – Gold 4 Bugle (D/C) |  |  |  | 5 | Each | $ | $ |
| **64f** | Tie Clip – Gold 5 Bugle (Chief) |  |  |  | 5 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 8 – Accessories on the Summary of Prices)**

| **CATEGORY 9 – RETIREMENT** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **65** | Blazer – Retirement Blue |  |  |  | 5 | Each | $ | $ |
| **66** | Retirement – Slacks |  |  |  | 10 | Each | $ | $ |
| **67** | Blazer (Ladies) – Retirement |  |  |  | 2 | Each | $ | $ |
| **68** | Retirement T-Shirt – White S/S |  |  |  | 15 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 9 – Retirement on the Summary of Prices)**

| **CATEGORY 10 – VOLUNTEER** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Item** | **Description** | **Manufacturer, Brand Name & Part No.** | **City, Province, or Country of Manufacture** | **Lead Time to Order**  **(Weeks)** | **Quantity** | **Unit of Measure** | **Unit Price** | **Extended Price** |
| **69** | T-Shirts – Sports Grey – short sleeve |  |  |  | 50 | Each | $ | $ |
| **70** | T-Shirts –Grey – Mock – song sleeve |  |  |  | 10 | Each | $ | $ |
| **71** | Cap Baseball |  |  |  | 50 | Each | $ | $ |
| **CURRENCY: Canadian** | |  |  |  |  |  | **Subtotal:** | **$** |

**(Carry this forward to Category 10 – Volunteer on the Summary of Price)**

**List of Separate Prices:**

The following is a list of Separate Price(s) to the Goods and forms part of this RFQ, upon the acceptance of any or all of the Separate Price(s). The Separate Prices are an addition or a deduction to the Total Quotation Price and do not include GST. DO NOT state a revised Total Quotation Price.

|  |  |  |
| --- | --- | --- |
| Description of Separate Price Items | Addition | Deduction |
| SP-1. “Snap On” buttons for Dress shirts (Items #1-7): | $ | $ |

**Time Schedule:**

Contractors should provide an estimated schedule, with major item descriptions and times indicating a commitment to provide the Goods and perform the Services within the time specified (use the spaces provided and/or attach additional pages, if necessary).

MILESTONE DATES \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ACTIVITY | SCHEDULE IN \_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
|  | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
|  |  |  |  |  |  |  |  |  |  |  |
| SAMPLE |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

**Experience, Reputation and Resources:**

Contractor's relevant experience and qualifications in delivering Goods and Services similar to those required by the Agreement (use the spaces provided and/or attach additional pages, if necessary):

Contractor's references (name and telephone number) (use the spaces provided and/or attach additional pages, if necessary). The City's preference is to have a minimum of three references. Previous clients of the Contractor may be contacted at the City’s discretion.

Contractors should identify and provide the background and experience of all key personnel proposed to provide the Goods and Services (use the spaces provided and/or attach additional pages, if necessary):

**Key Personnel**

|  |  |
| --- | --- |
| Name: |  |
| Telephone: |  |
| Email: |  |
| Experience: |  |
| Dates: |  |
| Project Name: |  |
| Responsibility: |  |

Contractors should identify and provide the background and experience of all sub‑contractors and material suppliers proposed to undertake a portion of the Goods and Services (use the spaces provided and/or attach additional pages, if necessary):

|  |  |  |  |
| --- | --- | --- | --- |
| *Description of Goods & Services* | *Sub-Contractors & Material Suppliers Names* | *Years of Working with Contractor* | *Telephone Number and Email* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Contractors should provide a description of their warranty program, logo program, and on-site support service program (use the spaces provided and/or attach additional pages, if necessary):

Contractor should provide a written description of their current return/exchange policy including procedures to correct items deemed to be defective during the course of normal wear (use the spaces provided and/or attach additional pages, if necessary):

Contractor should provide a written description of their alteration program to ensure proper fit. Alteration should be performed in a professional manner, including, but not limited to, hems that are straight, thread colour which matches the garment, and pressing of garment after alterations (use the spaces provided and/or attach additional pages, if necessary):

Contractor should describe their sustainability initiatives relating to the environmental impacts. The environmental attributes (green) of their Goods and Services. Anticipated objectives (e.g. carbon neutral by 2019). Information pertaining to their environmental policies, programs and practices. Confirm that the Contractor complies with any applicable objective (use the spaces provided and/or attach additional pages, if necessary):

Contractors should provide a description of the location(s) of the factory(ies) where the clothing will be manufactured (use the spaces provided and/or attach additional pages, if necessary):

Contractors should provide a description of the location(s) of the retail outlets (if applicable) where the Goods will be stored and Services rendered. Please identify which category of goods these retail outlets pertain to.

I/We the undersigned duly authorized representatives of the Contractor, having received and carefully reviewed the RFQ and the Agreement, submit this Quotation in response to the RFQ.

**This Quotation** is offered by the Contractor this \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2022.

**CONTRACTOR**

**I/We have the authority to bind the Contractor.**

(Legal Name of Contractor)

(Signature of Authorized Signatory) (Signature of Authorized Signatory)

(Printed Name and Position of Authorized Signatory) (Printed Name and Position of Authorized Signatory)