



## REQUEST FOR QUOTE (RFQ)

### Security Services Civic Properties RFQ #23-108-FAC

**Date of Issue:** January 4, 2024

**Bid Submission:**

Quote together with all other attachments as identified in the RFQ "*Submission of Quotations*", to be uploaded to the City of Vernon procurement portal (Bonfire).

**RFQ Timetable:**

Issue Date of RFQ	<b>January 4, 2024</b>
<b>Deadline for Contractor Qualifications</b>	<b>January 10, 2024</b>
Site Visit	<b>January 17, 2024</b>
<b>Deadline for Questions</b>	<b>January 18, 2024</b>
Deadline for Issuing Addenda	<b>January 22, 2024</b>
<b>Submission Deadline</b>	<b>January 25, 2024</b>
Contract Start Date	<b>February 1, 2024</b>

The RFQ timetable is tentative only, and may be changed by the City at any time.

Bids received after the Submission Deadline will be not be accepted.

**Contact:**

Kelsey Evans, Senior Buyer, Procurement Services  
[kevans@vernon.ca](mailto:kevans@vernon.ca)

Any questions regarding the project are to be directed through the Procurement Portal – Bonfire in the Messages section: Opportunity Q & A. Note that any questions being submitted are only available for viewing by the City of Vernon. Should questions arise that result in answers that have a material value to the project, they will be issued via an addendum for all proponents to view.

**Invitation:**

This Request for Quotations (the “RFQ”) is an invitation by The Corporation of the City of Vernon (the “City”) to prospective Bidders to submit non-binding quotations for the supply of **Security Services** as further described in the RFQ Particulars (**Appendix D**) (the “Deliverables”).

The selected Contractor shall provide security services at select civic properties for the City of Vernon. Work shall include labour, materials, and transportation required to fully execute the required services.

NOTE: Only those contractors with current and valid Security Business Licences issued by the Province of British Columbia will be considered for this RFQ.

The RFQ documents have been posted and are available for download at:

URL: <https://vernon.bonfirehub.ca/opportunities/72994>

**Click the link above or type the address into your browser to go to the portal; register as Vendor and the documents will be accessible. It is recommended to download from a PC and ensure your firewall and virus security allows downloads.**

The City of Vernon reserves the right to accept or reject all or part of any quote, and to accept the quote in total or in part, or to accept the quote which it deems most favourable in the interest of the City of Vernon.