



## REQUEST FOR QUOTE (RFQ)

### Security Services Civic Properties

### RFQ #20-23-FAC

**Date of Issue: August 04, 2020**

This Request for Quotations (the “RFQ”) is an invitation by The Corporation of the City of Vernon (the “City”) to qualified respondents to submit non-binding quotations for the provision of **Security Services for Civic Properties**, 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 provided with access to the complete scope of work with location and service detail requirements.

Effective from the issue date of this RFQ, interested parties must qualify their company as a licensed Security Contractor by submitting a copy of their current and valid **Security Business Licence issued by the Province of British Columbia**.

The document is to be uploaded to the City’s Procurement Portal at:

<https://vernon.bonfirehub.ca/opportunities/33637>

Upon receipt of the document, the City will proceed with verifying the licence within 2 business days. Upon verification, the City will provide the Contractor with a link to access the complete scope of work and other documents.

The deadline for submitting the Contractor’s Security Business Licence is **August 13, 2020 at 2:00 p.m. local time**.

#### RFQ Timetable:

Issue Date of RFQ	<b>August 04, 2020</b>
Deadline Contractor Qualification	<b>August 13, 2020 at 2:00 p.m. local time</b>
Site Visit	<b>August 25, 2020</b>
<b>Deadline for Questions</b>	<b>September 01, 2020 at 2:00 p.m. local time</b>
Deadline for Issuing Addenda	<b>September 03, 2020 at 2:00 p.m. local time</b>
<b>Submission Deadline</b>	<b>September 15, 2020 at 2:00 p.m. local time</b>
Anticipated Execution of Agreement	<b>September 17, 2020</b>
Contract Start Date:	<b>October 01, 2020</b>

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

**Contact:**

Elwira Sharp, Procurement Services, Buyer

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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.