

TO: The Corporation of The City of Niagara Falls

**SCHEDULE D**

**FORM OF PROPOSAL**

**Proposal for Architectural Services for the Expansion  
to the Lundy’s Lane Historical Museum  
Proposal P05-2009**

Name of Company	
Address: Street and Number	
City / Province / Postal Code	
Name of Authorized Person Signing on behalf of Company	
Position of above named person	
Phone Number	
Fax Number	

Having examined the RFP documents and Addenda No. \_\_\_\_ to \_\_\_\_ inclusive, and having visited the Project Site; we, the undersigned, hereby offer to enter into a Contract to perform the complete Work as set out in the RFP documents required for the **stipulated sum** of (amount in writing):

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Dollars ( \$ \_\_\_\_\_ ) in Canadian Funds, exclusive of Goods and Services Taxes (GST), but inclusive of all other applicable taxes and all other charges.

I/We certify, by our signature on this Form of Proposal, that neither the Bidder nor any proposed sub-contractor or consultant is a person or corporation that, in accordance with the criteria set out in the Request For Proposal, has any Conflict of Interest in respect to this project.

**THE CORPORATION OF THE CITY OF NIAGARA FALLS  
PROPOSAL SUBMISSION FORM P05-2009**

I/We hereby agree that notification of acceptance of this Proposal shall be in writing, and may be sent by Courier or prepaid post, to the addresses set out herein, and if sent by prepaid post, acceptance shall be deemed to have been made on the date of the mailing of such notification.

I/We, agree that we are in receipt of the addenda listed and the stipulated sum includes the provisions set out in such addenda.

I/We, certify that we are in **full compliance** with the Workplace Safety Insurance Board and have trained our staff and have received all certificates for such training as required of us by the Workplace Safety Insurance Board. If and when required, we will provide copies of any and all such certificates.

W.S.I.B. Account No. \_\_\_\_\_.

I/We certify that we are fully compliant with the requirements of the Ontario Retail Sales Tax Act and with Federal Goods and Services Tax legislation;

Ontario Retail Sales Tax No. \_\_\_\_\_

G.S.T No. \_\_\_\_\_

I/We hereby agree that the work specified in this contract will be performed in strict accordance with the following.

1. RAIC Canadian Standard Form of Contract for Architectural Services, Document Six 2006 Edition, including the Supplementary Conditions
2. Addenda (where issued)
3. Owner's Statement of Requirements
4. Background and Scope of Work
5. Proposal Submission Requirements

**Declarations:**

We hereby declare that:

- a) We agree to start work immediately upon award and to obtain completion of all architectural work and services required including the preparation and delivery to the City of tender ready drawings, specifications and all other required documentation for the issuance of tender documents by the City no later than November 30, 2009 and to continue all architectural work and services required until the expansion of the Lundy's Lane Historical Museum is constructed to the satisfaction of the owner and the City's designated Project Manager.
- b) We have made our best efforts to specify in our submission where we have deviated from the requirements set out in the RFP; whether this is in regard to surpassing the requirements, or where we may have proposed a design solution that fails to meet the requirements of the RFP.
- c) We agree that time shall be of the essence of the Contract;
- d) This Proposal is open to acceptance by the City of Niagara Falls for a period of Ninety (90) days from the date shown hereon;
- e) We agree to execute, in triplicate, the RAIC Canadian Standard Form of Contract for Architectural Services, Document Six 2006 Edition, including the Supplementary Conditions
- f) We fully understand the contract requirements and have no doubts as to the intent, size, kind and quality of the work;
- g) We agree that the Owner reserves the right to accept or reject any Proposal.

I/we the undersigned authorized signing officer of the proponent, hereby declare that no person, firm or corporation other than those represented by the signature below, has any interest in this submission.

I/we further declare that all statements, schedules and other information provided in this submission are true, complete and accurate in all respects to the best knowledge and belief of the proponent.

I/we further declare that this submission is made without collusion, connection, knowledge, or comparison of figures or arrangement with any other company, firm or persons making a submission and is in all respects fair.

I/we understand that this may result in the rejection of our submission if this declaration is found to be untrue. Please print or type in the following information.

PROPOSAL SUBMITTED BY: \_\_\_\_\_  
NAME OF FIRM

STREET ADDRESS: \_\_\_\_\_

CITY: PROV: POSTAL CODE: \_\_\_\_\_

AUTHORIZED OFFICIAL NAME: \_\_\_\_\_  
Print Name

SIGNATURE OF AUTHORIZED OFFICIAL: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_ 2009

**SCHEDULE E**

**FORM OF IRREVOCABLE OFFER**

Each Proponent must include the following Form of Irrevocable Offer with its Proposal submission:

I/we hereby irrevocably offer to provide the requirements under RFP No. P05-2009 to the Corporation of the City of Niagara Falls according to the terms set out in this Proposal and in the RFP including the requirement for, and acceptance by, a formal contract acceptable to the Corporation of the City of Niagara Falls. I/we also agree that this irrevocable offer shall be open to acceptance by the Corporation for a period of ninety calendar days from the closing date for the receipt of Proposals.

Company/Proponent \_\_\_\_\_

SIGNATURE \_\_\_\_\_ NAME \_\_\_\_\_

Date \_\_\_\_\_ 2009 TITLE \_\_\_\_\_

ADDRESS \_\_\_\_\_ (Affix Company Seal)

CITY/PROVINCE \_\_\_\_\_

POSTAL CODE \_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX No. \_\_\_\_\_

Or

Company/Proponent \_\_\_\_\_

SIGNED \_\_\_\_\_

NAME \_\_\_\_\_ Date \_\_\_\_\_

WITNESS \_\_\_\_\_ Date \_\_\_\_\_