



900 Woito Station Road, RR # 4, Pembroke, ON, K8A 6W5
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Request for Proposal (RFP): 1/4" – 1/2" Washed Round Pea Stone

The Ottawa Valley Waste Recovery Centre (OVWRC) is requesting prices to have 300 cubic yards of 1/4" – 1/2" washed round pea stone supplied and delivered to the facility, located at 900 Woito Station Rd, Pembroke, Ontario, K8A 6W5.

RFP Procedure:

1. Sealed proposals, plainly marked as to the contents, will be received by Kristy Williams, Purchasing Clerk at the Ottawa Valley Waste Recovery Centre located at 900 Woito Station Rd, Pembroke, Ontario, K8A 6W5 until 1:30 pm local time on Friday, April 5, 2024.
2. There will be no public opening for this RFP.
3. The lowest or any proposal will not necessarily be accepted.
4. The OVWRC will be the sole judge of what does and does not constitute grounds for rejecting an RFP.
5. Any collusion between individuals or corporations in the preparation of this proposal will be sufficient grounds for rejecting all RFP's affected.
6. A submitted RFP may be withdrawn at any point prior to 1:30 pm local time Friday, April 5, 2024, by verbal or written notice to Kristy Williams, Purchasing Clerk.
7. The OVWRC shall deal only with the persons or companies listed in the RFP.
8. Should an RFP be chosen as the successful proposal, a Purchase Order will be issued to the successful submitter to indicate acceptance of the proposal and bind the submitter.

RFP specifications:

1. Bid submissions shall include all costs associated with the supply and delivery of the material and shall be expressed in price per cubic yard.
2. The material must be available for delivery as early as April 2024.
3. Delivery must occur during the OVWRC operating hours (Monday to Friday, 7:30 am - 3:30 pm, closed all statutory holidays).
4. The chosen submitter must maintain a WSIB clearance certificate and a comprehensive public liability and property insurance policy in respect of any one accident to the limit of at least \$2,000,000 for the term of the contract.

Thank you for your interest. Please submit any questions you may have to:

Kristy Williams
Purchasing Clerk
Ottawa Valley Waste Recovery Centre
Tel: 613-735-7537 x226
Fax: 613-735-1837
kwilliams@ovwrc.com