APPENDIX D: PROPOSAL FORM

**FOR THE ESTABLISHMENT AND OPERATION OF RECEIVING FACILITIES FOR CITY OF TORONTO DISTRICTS**

**OFFERED AND AGREED BY:**

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| --- | --- | --- | --- |
| NAME:  |  Click or tap here to enter text. | CONTACT NAME: |  Click or tap here to enter text. |
|   |  |  |  |
| ADDRESS: |  Click or tap here to enter text. | PHONE NUMBER: |  Click or tap here to enter text. |
|  | Click or tap here to enter text. |  |  |
|  |  Click or tap here to enter text. | FAX NUMBER: |  Click or tap here to enter text. |
|  |  |  |  |
| POSTAL CODE:  |  Click or tap here to enter text. | EMAIL: |  Click or tap here to enter text. |

HEREINAFTER CALLED THE "PROPONENT"

**TO: Issuing Authority**

NOTE: If a Person wishes to jointly submit a Proposal and any Alternative Option(s) with one or more other joint Persons, the legal name of such joint Persons and the services to be performed by such joint Persons must be set out in the table below.

The Proponent is:

[ ]  not submitting a joint Proposal nor any joint Alternative Option(s).

OR

[ ]  submitting a joint Proposal and any joint Alternative Option(s) with the following joint Persons:

| **Legal Name** | **Services to be Performed**  |
| --- | --- |
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AND (if joint Persons)

Each of the joint Persons acknowledges and agrees:

1. That the Proponent listed above shall act as a single point of contact for the purpose of the RFP; and
2. That the joint Persons shall be jointly and severally liable in respect of the joint Proposal and any joint Alternative Option(s).

The Proponent, having carefully examined the RFP Documents, including the terms and conditions of the Draft MSA, and all documents relating thereto, does hereby offer in accordance therewith to supply the Work, and all components thereof, as required by the Issuing Authority and as outlined in the RFP Documents.

**THE PROPONENT HEREBY AGREES:**

1. That the Proposal and any Alternative Option(s) are subject to the acceptance of the Issuing Authority;
2. That, among other matters, the Proposal or Alternative Option with the lowest price or highest score or any Proposal or Alternative Option shall not necessarily be accepted; and
3. To be bound by, and comply with, the provisions of the RFP, including any Addenda, and to enter into a Final MSA with RLG and undertake to provide the Work in the event the Proposal or any Alternative Option(s) is accepted by the Issuing Authority.

**THE PROPONENT HEREBY DECLARES:**

1. By signing this Proposal Form, the Proponent confirms that the Proponent understand the RFP Documents and the Work.
2. By signing this Proposal Form, the Proponent accepts and agrees to the terms and conditions of the Draft MSA and all other terms and conditions of the RFP, except as expressly identified pursuant to Section 4.3.4 of the RFP.
3. By signing this Proposal Form, the Proponent confirms it has read and understood the content and requirements of the Proposal and any Alternative Option(s).
4. The Proponent has fully reviewed the RFP Documents and submits the Proposal or any Alternative Option(s) in anticipation of the completion of the Work at the price quoted.
5. No Person, other than the Proponent and any identified partners or subcontractors, has any other interest in the Proposal or any Alternative Option(s) or in the award for which the Proposal or any Alternative Option(s) is made.
6. There is no collusion or arrangement between the Proponent and any other service provider(s) in connection with the RFP and the Proponent has no knowledge of the contents of other Proposals or Alternative Options and has made no comparison of figures or agreement or arrangement, express or implied, with any other Person (except with a joint Person in the case of a joint Proposal or any joint Alternative Option(s) as contemplated in Section 5.9 of the RFP) in connection with the making of the Proposal or any Alternative Option.
7. The Proponent confirms that no actual or potential Conflict of Interest exists on the part of the Proponent and Proponent Team Members that participated in the preparation of the Proposal or any Alternative Option, except those identified to the Issuing Authority pursuant to Section 5.3(c)(ii) of the RFP.
8. A Proposal and any Alternative Option shall be valid for a period of one hundred and twenty (120) calendar days after the Proposal Closing Time or until the Issuing Authority advises otherwise in writing, whichever comes first.
9. All capitalized terms not defined in this Proposal form shall have the meaning set forth in the RFP Documents.
10. This Proposal and any Alternative Option(s) has been executed by a duly authorized signing officer to sign on behalf of the above-named firm and the corporate seal has been affixed, where applicable.

**PERFORMANCE SECURITY**

If the Proponent enters into a Final MSA with RLG in respect of the Proposal, the Proponent intends to provide the following form of Performance Security:

☐ a performance bond;

☐ a letter of credit; or

☐ a certified cheque.

Note: If a Proponent elects to provide the Performance Security in the form of a performance bond, the Proponent shall submit Appendix G Agreement to Bond in Envelope 3 (Financial Proposal) of its Proposal pursuant to Section 4.3.2(b) of the RFP. A Proponent’s failure to submit Appendix G in Envelope 3 (Financial Proposal) of a Proposal shall result in such Proposal being rejected pursuant to Section 4.6(c)(i)(E) of the RFP.

|  |
| --- |
| **ACKNOWLEDGEMENT OF RECEIPT AND ACCEPTANCE OF ADDENDA** |
| **ADDENDUM #** | **DATE RECEIVED** |
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☐ **Check here if NO Addenda received**

**[remainder of the page intentionally left blank]**

DATED AT Click or tap here to enter text.THIS Click or tap here to enter text.DAY OF Click or tap here to enter text., 2024.

[NTD: if joint Persons are listed above, update the signature box to include a separate signing line for each joint Person.]

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| PROPONENT |
|  |  |
|  | Click or tap here to enter text. |
| Name: | Click or tap here to enter text. |
| Title: | Click or tap here to enter text. |
| Date: | Click or tap to enter a date. |
|  | I have the authority to bind the Proponent in respect of the matters provided for in this form. |
| WITNESS |
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| Name: | Click or tap here to enter text. |  |
| Title: | Click or tap here to enter text. |  |
| Date: | Click or tap to enter a date. |  |
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