



CORPORATION OF THE TOWNSHIP OF CARLOW/MAYO

3987 Boulter Road
Boulter, ON
KOL 1G0
Tel: (613) 332-1760 Fax: (613) 332-2175
Monday to Thursday 9:00 a.m. to 5:00 p.m.

REQUEST FOR QUOTATION

The Township of Carlow/Mayo invites written quotations for the creation of 2 additional office spaces within existing footprint of Municipal Office located at 3987 Boulter Road. An accessibility deck/ramp off the back of building and upgrade ventilation/air conditioning units.

A plan layout and description of work to be completed as well as to arrange a site visit please contact Dale or Jenny at the Municipal Office 613-332-1760.

Completed quotations must be received **on or before 5:00 p.m. Wednesday, May 26th, 2021.** Please mark all submissions "Quotation for Office Renovation". Quotes may be mailed to the Municipal Office located at 3987 Boulter Road, Boulter, Ontario KOL 1G0, faxed to 613-332-2175 or emailed to treasurer@carlowmayo.ca

Successful contractor must submit the following before commencement of the project:

- Current Certificate of Insurance for Commercial General Liability for a sum of at least two million dollars.
- Current Clearance Certificate from the Workplace Safety & Insurance Board or a letter of exemption for independent owner/operators.

Successful contractor or the municipality may terminate the agreement without cause by giving thirty days written notice.

Please note: The lowest or any quotation not necessarily accepted.