



REQUEST FOR PROPOSALS

2009-20 – AUTOMATIC TELLER MACHINE (ATM) CONTRACT

The City of Dawson Creek (the "Owner") invites Bids for the supply, installation, stocking, and maintenance of an automatic teller machine within the Memorial Arena, 1107 106th Avenue, Dawson Creek.

Bid Documents may be obtained from the Administration Department at City Hall, 10105 – 12A Street, Dawson Creek, BC.

Bids must be sealed in an envelope and delivered no later than **2:00 p.m. local time, July 31, 2009** to the attention of Brenda Ginter, Director of Corporate Administration, 10105 – 12A Street, Dawson Creek, BC, V1G 3V7.

Please direct questions regarding specifications to Chante Patterson Elden, Facilities Manager, at 250.782.2229.

It is the sole responsibility of the Bidder to ensure that its Bid is received at the above location and by the time stipulated. Bids received after the stipulated time will be rejected and returned to the Bidder unopened. Faxed Bids are not acceptable and will be rejected.

Bidders must refer to the Tender Documents for the terms governing the Bid process. The City reserves the right to accept or reject all or any bids and to waive any informality, incompleteness or error in any bid.