



## ADDENDUM

PROJECT TITLE: LANCASTER LAGOON BLOWER UPGRADE AND DO CONTROL	ADD. NO: 1
TENDER NO: 2022-085302T	DATE: October 25 <sup>th</sup> , 2022
PAGE 1 of 3 (Including Confirmation Sheet)	

Make the following modifications to the above project. Include in the amount of the Tender, any additions to or deductions from the cost of the work by reason of these instructions.

**Sign and attach this Addendum to the Tender documents and submit with your Tender. Failure to do so may result in the rejection of your Tender.**

### **Please replace the following terms:**

#### **2.4 TENDER DOCUMENTS**

##### **2.4.01 Tender Documents to be Obtained in Prescribed Manner**

Tender Documents shall be obtained from the City of Saint John, 175 Rothesay Avenue, 1<sup>st</sup> Floor, Saint John, New Brunswick. In order to obtain the Tender Documents the following requirements must be met:

- a) deposit a non-refundable payment for each set of Tender Documents in an amount specified in the tender advertisement; and
- b) the Tenderer must register on the City's official list of bidders for this project, as follows:
  - (i) registration of the full legal name, contact person, telephone number and email address of the Tenderer obtaining the Tender Documents; or, if applicable,
  - (ii) the registration of the full legal name, contact person, telephone number and email address of the Tenderer on whose behalf the Tender Documents are being obtained.

The names of the Tenderers having complied with the above criteria will be consolidated onto the City's official bidders list. Only Tenderers listed on the City's official bidders list shall be entitled to submit a Tender. Any Tender received from a Tenderer who has not obtained the Tender Documents from the City of Saint John and is not registered on the City's official list of bidders for this project in the manner set out above will not be evaluated.

### **SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL**

BY: Monic MacVicar  
Monic MacVicar, CCLP, CPPB  
Procurement Specialist, Supply Chain Management

\_\_\_\_\_  
Contractor's Signature



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The City will post the official list of bidders for all projects, updated on Tuesdays and Thursdays during the tendering period on the City of Saint John website [www.saintjohn.ca](http://www.saintjohn.ca) under the Tenders & Proposals link.

### AND

#### **2.8 TENDER EVALUATION PROCESS**

##### **2.8.01 Delivery of Tender Box to Tender Opening Room**

Immediately following Tender Closing, the Purchasing Agent shall deliver the Tender Box to the tender opening room where it will be publicly opened by the Tender Opening Committee.

### **Please replace with the following:**

#### **2.4 TENDER DOCUMENTS**

##### **2.4.01 Tender Documents to be Obtained in Prescribed Manner**

Tender Documents shall be obtained from the City of Saint John's website at: [www.saintjohn.ca](http://www.saintjohn.ca), under City Menu, City Hall and option "Tenders and Proposals".

#### **2.8 TENDER EVALUATION PROCESS**

##### **2.8.01 Delivery of Tender Box to Tender Opening Room**

Immediately following Tender Closing, the Purchasing Agent shall deliver the Tender Box to the tender opening room where it will be publicly opened by the Tender Opening Committee. **Registered bidders will be invited to attend the opening via Teams Meeting.**

### **SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL**

BY: Monic MacVicar  
Monic MacVicar, CCLP, CPPB  
Procurement Specialist, Supply Chain Management

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Contractor's Signature



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PAGE 3 of 3 (Including Confirmation Sheet)	

## CONFIRMATION - RECEIPT OF ADDENDUM

**Upon receipt of this document, fax this page to  
(506) 658-4742 to confirm receipt of this addendum.**

CONTRACTOR'S NAME: \_\_\_\_\_

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

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

RECEIVER NAME (PRINT) \_\_\_\_\_

RECEIVER SIGNATURE: \_\_\_\_\_