



October 30, 2025

Addendum No. 1

Invitation to Tender ES-25-15 Janitorial Services – 155 George Street Facility

The addendum is being issued prior to the closing of the Invitation to Tender to provide further information, make changes to, or to clarify the Contract Documents and is to be read, interpreted and coordinated with all other parts of the Contract Documents. In the case of a conflict with the balance of the documents, this Addendum shall govern. **Tenderers shall attach a signed copy of this addendum to their submission.** This addendum shall form part of the Contract Documents.

This addendum is being provided in clarification to ITT ES-25-15 released October 29, 2025.

A Security Deposit WILL NOT be required:

Part A – INTRODUCTION; page 4, Section **“For Tenders to be submitted Electronically, with Bid Security”**

- Will be removed and replaced with the following:

For Tenders to be submitted Electronically, with No Bid Security

“Prince George Time” will be conclusively deemed to be the time indicated in the electronic timestamp the Tender receives upon delivery to the email address specified herein.

Tenderers must submit all portions of their Tender by email in accordance with the following:

Subject of the file to be: ES-25-15 – Janitorial Services – 155 George Street Facility– (Insert Responding Tenderer’s Name)

All emailed documents must be in PDF format and should be in one combined file. Tenderers should ensure that the files should not collectively exceed 30MB. Zip the files to reduce the size if needed. Submitting the files via Drop Box, FTP, or similar programs, is not acceptable.

Tenders must be submitted to purchasing@rdffg.bc.ca. **DO NOT** deliver a physical copy of the tender package to the Regional District of Fraser Fort George.

The Regional District does not assume any risk or responsibility or liability, including in contract or tort (including negligence), whatsoever to any Tenderer:

1. for ensuring that any electronic email system being operated by or for the Regional District is in good working order, able to receive transmissions, or not engaged in receiving other transmissions such that a Tenderer’s electronic transmission, including the transmission of an electronic copy of its Tender, cannot be received;
2. for errors, problems or technical difficulties with respect to a Tenderer’s electronic transmission, including the transmission of an electronic copy of its Tender;
3. that a Tenderer’s electronic transmission, including the transmission of an electronic copy of its Tender, is received by the Regional District of Fraser-Fort George in its entirety or within any time limit specified by this Tender.



Part B, Section 12.0 Irrevocable Commercial Letter of Credit currently reads:

Upon written notice of award of Contract by the Regional District the successful bidder will provide an Irrevocable Commercial Letter of Credit. The Regional District will not execute a Contract until it is in possession of the required Irrevocable Letter of Credit. The Irrevocable Commercial Letter of Credit will be equivalent to 25% of the total sum of the first 12 months of the contract price. The Irrevocable Commercial Letter of Credit will be kept current for the life of the Contract plus 90 days as specified in the Contract Documents. Failure to provide the required Irrevocable Commercial Letter of Credit will result in forfeiture of the Security Deposit.

Shall be changed to read:

Upon written notice of award of Contract by the Regional District the successful bidder will provide an Irrevocable Commercial Letter of Credit. The Regional District will not execute a Contract until it is in possession of the required Irrevocable Letter of Credit. The Irrevocable Commercial Letter of Credit will be equivalent to 25% of the total sum of the first 12 months of the contract price. The Irrevocable Commercial Letter of Credit will be kept current for the life of the Contract plus 90 days as specified in the Contract Documents.

Part B, Section 4.0 Submission Instructions, sub-section 4.1 currently reads:

4.1 Each Tenderer must complete and provide Appendix A and C through G along with Schedule A - F.

Shall be changed to read:

4.2 Each Tenderer must complete and provide Appendix A and C through G along with **Schedule C - F**.

I/We hereby verify that we have considered this Addendum No. 1 in our ITT submission.

Signature of Tenderer

Name of Tenderer

Date

Inquiries relating to this ITT may be directed to:

Bryan Boyes
Utilities Manager
Phone: 250-960-4400
Email: environment@rdfg.bc.ca