



CORPORATION OF THE TOWN OF COBOURG  
TENDER BID/RFP OPENING FORM FOR BUDGETED ITEMS

TENDER BID/RFP NAME: ELECTRONIC RECORDS AND DOCUMENT MANAGEMENT SYSTEM AND RECORDS DIGILIZATION SERVICES

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TENDER BID #	ISSUE DATE	CLOSING		OPENING			TENDER BID REQUESTED BY		
		DATE	TIME	DATE	TIME	LOCATION	NAME	POSITION	DEPT
CO-21-08 LEG	2021/02/17	2021/03/02	2 pm	2021/03/02	2 pm	Market Building	Brent Larmer	Clerk & Mgr	Leg Serv
TENDER BID REQUIREMENTS									
ADDITIONAL REQUIREMENTS									

#	COMPANY NAME/ADDRESS	RECEIPT		OPENING		AMOUNT		STAFF INITIALS	AMENDED AMOUNT*		STAFF INITIALS	DATE
		DATE	TIME	DATE	TIME	\$ VALUE	+HST		\$ VALUE	+HST		
1	IMAGIE ADVANTAGE SOLUTIONS INC. MARKHAM ON	MAR 9 2021	9:30 AM	MAR 9 2021	2:15 PM	---	---	BL AS				
2	KONICA MINOLTA BUSINESS SOLUTIONS MISSISSAUGA ON	MAR 9 2021	10:46 AM	MAR 9 2021	2:18 PM	---	---	BL AS				
3	STONEHARE NORWICH ON	MAR 9 2021	9:20 AM	MAR 9 2021	2:21 PM	---	---	BL AS				
4	INDIXIO SAINT-HUBERT, QC	MAR 9 2021	10:55 AM	MAR 9 2021	2:23 PM	---	---	BL AS				
5	---											

TENDER BID OPENED BY: BRENT LARMER  
TENDER BID RECORDED BY: ANGELA STEWART

\*Attach additional information providing explanation if recorded Tender amount at opening requires Amendment.

ITEM	REQUIRED		COMPANY #				
	YES	NO	1	2	3	4	5
BID BOND OR CERTIFIED CHEQUE \$ ( ) OR ( ) %							
AGREEMENT TO BOND ( ) %							
ACKNOWLEDGEMENT OF ADDENDUM # ( )							
INSURANCE							
OTHER - DEPOSIT REQUIRED \$ ( )							
NO BID SUBMITTED							
OTHER							
COUNCIL REPRESENTATIVE							
OTHERS PRESENT AT OPENING							
TENDER REVIEWED BY						WITHIN BUDGET AMOUNT	YES NO