

NOTICE

The City of Ottawa is seeking to learn more about the diversity of its suppliers and encourages all bidders who are owned by a member(s) of a diverse group to explore becoming certified as a diverse-owned vendor as defined by one of the following organizations:

Women Business Enterprises Canada (<https://wbcanada.ca/>)

Canadian Aboriginal and Minority Supplier Council (<https://camsc.ca/>)

Canadian Gay and Lesbian Chamber of Commerce (<https://www.cglcc.ca/>)

Inclusive Workplace Supply Council of Canada (<https://iwsc.ca/>)

Canadian Council for Aboriginal Business (<https://www.ccab.com/>)

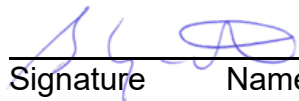
Note that certification will not impact the award of this contract.

Contractual Acknowledgement – Goods & Technical Services

Contractual Acknowledgement:

The Contractor hereby agrees to be legally bound by the provisions of the resulting Contract, including, but not limited to, the Contractual Acknowledgement – Goods & Technical Services. The Contractor further acknowledges and agrees that the final terms of the resulting Contract with the City will be legally binding on both parties upon receipt and acceptance by the Contractor of a Purchase Order issued by the City. The Contractor further agrees that acceptance of the Purchase Order will be deemed to take place five (5) Business Days after receipt of a Purchase Order, unless the Contractor provides the City with a written objection to, or refusal of, the Purchase Order within the said five (5) Business Day period.

SIGNED this 21 day of February

 Sommer Casgrain-Robertson, General Manager
Signature Name and Title (*Print*) Has the authority to bind the Corporation

2024 Green Acres Reforestation Program

Assignment Description

Rideau Valley Conservation Authority

Company Name

3889 Rideau Valley Drive

Manotick Ontario

K4M 1A5

Company Address

38624-98852-G01

File No.

R107896136

HST No.

ian.cochrane@rvca.ca

E-Mail Address

613-692-3571

Telephone No.

Contractual Acknowledgement – Goods & Technical Services

1. General Terms and Conditions:

The City's *General Terms and Conditions* as dated 26 February 2021 are incorporated by reference into this solicitation. By signing this contractual acknowledgement, contractors confirm that they have read the City's General Terms and Conditions and agree to be bound by them in any resulting contract.

A copy of the *General Terms and Conditions* is available on the Procurement page of Ottawa.ca:

<http://ottawa.ca/en/business/doing-business-city/purchasing/general-terms-and-conditions>

2. Payment Terms and Prompt Payment Discount:

The City of Ottawa follows a policy whereby in the absence of prompt payment discount terms, all invoices from vendors will be paid on a Net 30 basis, that is payments will be made by the City within 30 days of receipt of invoice, or the acceptance of the goods and services, whichever date is later.

Bidders are encouraged to offer a cash discount for prompt payment provided that the minimum number of business days for payment is fifteen (15). Should a prompt payment discount be offered that is not in accordance with this condition, the discount will not be taken into consideration, however the discount may be claimed by the City in return for processing payment within the stated timeframe.

The Bidder hereby offers a prompt payment discount of n/a % if payment is made within n/a business days following receipt and acceptance by the City of an invoice, or receipt and acceptance of the goods and/or services, whichever date is later, in the sole opinion of the City.

Please indicate the Prompt Payment Discount on all invoices.

Invoices for this contract must be submitted electronically through the SAP Business Network. Upon contract award, Contractors are required to register and maintain an SAP Business Network account and process all transactional documents, including but not limited to: purchase orders, service sheets and invoices, through the SAP Business Network.

The SAP Business Network offers two account options: a no cost "Standard" account or an upgraded "Enterprise" account, which is subject to fees. Suppliers may transact with the City using either type of account but must maintain an

Contractual Acknowledgement – Goods & Technical Services

active account in order to transact with the City. For additional details please visit SAP Ariba Subscriptions and Pricing.

The Contractor hereby agrees to transact with the City using the SAP Business Network.

3. F.O.B. Point and Delivery Requirement

All prices must be quoted F.O.B. DESTINATION – Freight Prepaid. All packaging and freight costs shall be prepaid and borne by Contractor.



Best/Most Favoured Client Provision – City of Ottawa

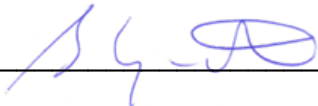
Rideau Valley Conservation Authority certifies to the City of Ottawa that the pricing quoted represents “Best/Most Favoured Client” pricing, or the lowest pricing currently available from Rideau Valley Conservation Authority for the items specified.

Should any information subsequently become known to the City of Ottawa that Rideau Valley Conservation Authority has offered pricing to another customer at rates more favourable than those offered to the City, Rideau Valley Conservation Authority shall agree to unconditionally reimburse the City in the amount or amounts found to be in excess of what has been offered to the City.

Rideau Valley Conservation Authority hereby accepts and agrees to be bound by this Provision by completion of the information below:

Sommer Casgrain-Robertson

Print Name of Authorized Representative of Rideau Valley Conservation Authority

SIGNATURE 

I have the authority to bind the Firm to this Best/Most Favoured Client Provision

Full address : 3889 Rideau Valley Drive
:
Manotick Ontario
:
K4M 1A5
:

Telephone No. : 613-692-3571
:

E-mail Address : info@rvca.ca
:

SIGNED this : 21 day of February 2024.