



THE CORPORATION OF THE CITY OF WINDSOR  
OFFICE OF THE CITY SOLICITOR

ALEX VUCINIC  
Manager of Purchasing

Elaine Castellan  
Purchasing Supervisor

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TELEPHONE NUMBER

August 24, 2018

**PROPOSAL NO. 149-18, BRIGHT LIGHTS SETUP AND TEARDOWN**

Sealed proposals, clearly marked as to contents, will be received by the Purchasing Supervisor, 400 City Hall Square East, Suite 403, Windsor, Ontario, up to and including **ELEVEN-THIRTY FIFTY-NINE (11:30:59) A.M. (E.D.T.), MONDAY, SEPTEMBER 17, 2018**, to supply and deliver labour and services as required for the installation of seasonal lighting decorations for the “Bright Lights 2018” holiday lighting display including the complete set up prior to event, and the complete teardown for storage after the completion of the event, at Jackson Park, Windsor, Ontario.

Proposal documents will be available on **Monday, August 27, 2018**, upon payment of a non-refundable fee at [www.biddingo.com/windsor](http://www.biddingo.com/windsor) for electronic documents or in person at Purchasing Division, 400 City Hall Square, Suite 403, Windsor, Ontario.

Acceptance or rejection of any proposal will be made in accordance with City of Windsor Purchasing By-Law No. 93-2012, and amendments thereto. This procurement is subject to the Canadian Free Trade Agreement (CFTA), approved July 1, 2017.

Yours truly,

THE CORPORATION OF THE CITY OF WINDSOR

*Elaine Castellan*

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Purchasing Supervisor

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