



PRINTING, SUPPLY AND DELIVERY OF THE 2013 CONSERVATION CALENDAR

Reference Number: 12-086

Sealed tenders, for the above, will be received ONLY at Service Guelph, first floor at Guelph City Hall, 1 Carden Street, Guelph, Ontario, Canada, N1H 3A1, BEFORE TWO THIRTY (2:30) p.m., local time **TUESDAY APRIL 10TH, 2012.**

GENERAL

These terms, conditions and specifications are intended to govern the printing, supply and delivery of the 2013 conservation calendar.

Documents may be obtained by e-mailing your request to Purchasing at:

purchasing@guelph.ca

NOTE: Subject Line MUST indicate the “REF # 12086”

You must provide full Company Name, Address, Postal Code, Phone Number and Fax Number. If the above information is not provided then the documents will not be forwarded. Upon receipt of the e-mail you **must** respond back indicating you have received this documentation. Failure to follow these procedures may result in your bid document not being considered and maybe sent back to you unopened.

NOTE: Sealed Bids, for the above, will be received ONLY at Service Guelph, first floor at Guelph City Hall, 1 Carden Street, Guelph, Ontario, Canada, N1H 3A1

**NO OTHER AREAS OR CITY LOCATIONS.
The City will not be responsible for any lost documents.
The lowest or any tender not necessarily accepted.**