



CUSTODIAL PRODUCTS AND SUPPLIES
REQUEST FOR PROPOSAL

May 20, 2008
Issued by: The Thames Valley District School Board
RFP#-2008-07
Return Date: prior to 12:00:00 noon June 11, 2008

THAMES VALLEY DISTRICT SCHOOL BOARD
 REQUEST FOR PROPOSAL
 CUSTODIAL PRODUCTS AND SUPPLIES
 WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
1.0	INTRODUCTION		
1.0.1	The Thames Valley District School Board (hereafter referred to as the TVDSB) invites interested parties to submit sealed submissions in response to this bid document. The TVDSB is one of the largest public school boards in the Province of Ontario and is comprised of all public schools within the counties of Elgin, Middlesex, and Oxford. The TVDSB is the employer of approximately 8,000 staff and operates 184 schools with an estimated enrolment of 77,000 students.		
1.1	PURPOSE		
1.1.1	To provide interested parties with sufficient information to enable them to prepare and submit bids for consideration by the TVDSB for custodial products and supplies, subject to the conditions herein.		
1.1.2	To keep our staff up to date and knowledgeable in current cleaning practices and standards relating to green cleaning.		
1.1.3	Our goal is to improve the health and safety of all staff and students through the use of environmentally friendly Green Seal or Environmental Choice certified products. This will be accomplished by adopting a Green Housekeeping Program that focuses on "best practices" for environmentally friendly cleaning products and methods, enhanced custodial training to care for the environment, and the utilization of standardized cleaning products that are non-hazardous and have low environmental impact.		
2.0	BID DEFINITIONS AND INFORMATION		
2.1	DEFINITIONS		
2.1.1	The following words are used throughout this bid document and bidders should note these conditions when completing their bid submission.		
2.1.1.1	The word "MUST" shall mean bidders "must" include the required information in bid submission. Failure to include the required information will deem submission noncompliant.		
2.1.1.2	The word "SHOULD" shall mean bidders "should" include the required information in bid submission.		
2.1.1.3	The word "NONCOMPLIANT" shall mean bid submissions will be eliminated from further evaluation if the submission does not include the required information.		
2.1.1.4	The word "SUBCONTRACTOR" shall mean a person, firm or company hired by the bidder(s) or the successful bidder(s) to perform any portion or all of this bid.		
2.1.1.5	The word "QUALIFIED" shall mean a bidder who is compliant and has included the required information in their bid submission.		
2.1.1.6	BID IRREGULARITY: A deviation between the requirements (terms, conditions, specifications, special instructions) of a bid response for the purposes of this bid; bid irregularities are further classified as major irregularities or minor irregularities. The classification of what is a major irregularity or a minor irregularity shall be the sole discretion of the TVDSB.		

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2.1.1.6.1	Major Irregularity: A deviation from the bid request which affects the price, quality, quantity or delivery, and is material to the award. If the deviation is permitted, the bidder could gain an unfair advantage over competitors. The TVDSB will reject any bid submission which contains a major irregularity.		
2.1.1.6.2	Minor Irregularity: A deviation from the bid request which affects form, rather than substance. The effect on the price, quality, quantity or delivery is not material to the award. If the deviation is permitted or corrected the bidder would not gain an unfair advantage over competitors. The TVDSB may permit the bidder to correct a minor irregularity.		
2.2	STRUCTURE OF THIS BID		
2.2.1	Bidders must use the electronic bidding file (setup.exe) which is available on the internet at:		
2.2.1.1	www.tvdsb.on.ca		
2.2.1.2	"Purchasing Bids" → "Electronic Bidding Instructions, Bid Download and Bid Results",		
2.2.1.3	Scroll to the end of the document, click "Proceed to inquiry/download page".		
2.2.1.4	Proceed to the bid, click "New" Icon.		
2.2.2	The setup.exe file contains an Excel file titled Appendices.xls which includes the following:		
2.2.2.1	Worksheet A: Terms and Conditions in Excel format		
2.2.2.2	Worksheet B: Requirements in Excel format		
2.2.2.3	Worksheet C: Chemicals and Supplies in Excel format		
2.2.2.4	Worksheet D: Garbage Bags in Excel format		
2.2.2.5	Worksheet E: Paper in Excel format		
2.2.2.6	Worksheet F: Lamps and Tubes in Excel format		
2.2.2.7	Worksheet G: Salt in Excel format		
2.3	RETURN LOCATION		
2.3.1	Sealed bid submissions must be returned to the "Tenders Clerk":		
2.3.2	Tenders Clerk's box, Main Floor Reception, Education Centre		
2.3.3	Thames Valley District School Board		
2.3.4	1250 Dundas Street		
2.3.5	London, Ontario		
2.3.6	N5W 5P2		
2.3.7	The bid submission envelope should show the bid document name, number, return date and time (as set out in Section 9.9 - Labeling of Envelope and diskette or CD).		
2.3.8	The bid submission must be returned to the "Tenders Clerk" for your bid submission to be accepted.		
2.3.9	Delivery to the "Tenders Clerk" is the responsibility of the bidder.		
2.3.10	Submissions received by electronic transmission (i.e. fax or email) will not be accepted.		
2.3.11	Late bids will be returned to the bidder, unopened, if a return address is included on the submission envelope.		

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2.4	IMPORTANT DATES		
2.4.1	ISSUE DATE: May 20, 2008		
2.4.2	RETURN DATE and TIME: prior to 12:00:00 local time June 11, 2008		
2.4.3	SAMPLES: prior to 12:00:00 local time June 11, 2008		
2.5	QUESTIONS		
2.5.1	All questions pertaining to this bid document are to be addressed to: Laura Munding, by Fax (519) 452-2399 or email l.munding@tvdsb.on.ca. All questions pertaining to this bid document must be submitted in writing.		
2.5.2	Questions concerning the terms and conditions of the bid document, whether made orally or in writing, to any individual other than indicated above may, at the sole discretion of the TVDSB, render your submission noncompliant. Direct questions in written form only to: Laura Munding. The TVDSB will only be bound by written answers to questions.		
2.5.3	Answers to all questions will be posted to the TVDSB web site at www.tvdsb.on.ca		
2.5.3.1	"Purchasing Bids" → "Electronic Bidding Instructions, Bid Download and Bid Results",		
2.5.3.2	Scroll to the end of the document, click "Proceed to inquiry/download page".		
2.5.3.3	Proceed to the Bid, click "Answers to Questions" → View documents in PDF format.		
2.5.4	All bid files are available for downloading at no charge from the TVDSB web site.		
2.5.5	Should any questions raised by a bidder necessitate an addendum to this bid document, the addendum will be posted to the TVDSB Web Site. See Section 2.5.3.		
2.6	SITE VISIT/PRESENTATION		
2.6.1	The TVDSB evaluation committee may require site visits and presentations. Presentations will be at the bidder's expense. No bid alteration will be allowed. Notification will be given to qualified bidders as to time and place.		
3.0	CONTRACT TERM / PRICING / TAXES / DELIVERY / PAYMENT		
3.1	CONTRACT TERM		
3.1.1	The term of this agreement shall be for three years, commencing on January 1, 2009 and unless otherwise provided herein, terminating on December 31, 2011.		
3.1.2	The TVDSB may at the end of the contract term, extend the contract for a period of two additional years, in one year increments, and will advise the bidder in writing of their intentions.		
3.1.3	Bidders should state if your company would agree to extending this contract with the same terms and conditions for a fourth year ending December 31, 2012.		
3.1.4	Bidders should state if your company would agree to extending this contract with the same terms and conditions for a fifth year ending December 31, 2013.		
3.2	PRICING		
3.2.1	Bidders must complete the pricing section - Worksheet C, D, E, F, & G.		

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3.2.2	Bidders must print and sign Appendices.		
3.2.3	All charges must be included in the cost of the item. Prices quoted must be for goods and services exactly as specified and in Canadian funds, unless otherwise indicated.		
3.2.4	Prices must include delivery, F.O.B. destination. <u>NO AWARDS WILL BE MADE TO FIRMS QUOTING FREIGHT EXTRA.</u>		
3.2.5	Prices must remain in effect for the initial term of the contract, commencing on January 1, 2009 and ending December 31, 2011.		
3.2.6	It is the intention of the TVDSB to rationalize its supplier base. This contract may be awarded on a per item basis or on the best cost of various groupings. The groupings will be determined by the TVDSB. Each bidder agrees to the award on this basis.		
3.2.7	Bidders should state any further discount, as a percentage, if all items are awarded to your company.		
3.2.8	The TVDSB will not expect any price increases for the initial contract term.		
3.2.9	The TVDSB would like to take advantage of any promotions, price decreases, or new products that become available during the term of the contract. Detail your company's strategy related to future pricing, new products, etc.		
3.3	DELIVERY & ORDERING		
3.3.1	Delivery for all items will be directly to our Schools, Distribution Centre, Educational Resource Centre or Community Education Centres.		
3.3.2	Orders are placed as needed and it is expected that delivery will commence no later than two weeks after orders have been placed, unless otherwise stated on our purchase orders. The two week time line must be met. This will be used to monitor your company's performance and is one of our criteria considered in the decision and award of this contract and for future contracts.		
3.3.2.1	Bidders must state number of days for delivery from receipt of order.		
3.3.3	The successful bidder(s) bears the cost of repairs to the site and to hardware with respect to damage caused from shipping or installation.		
3.3.4	The TVDSB's purchase order number should appear on all packages, packing slips, correspondences, customs documentation and freight bills of lading.		
3.3.5	The TVDSB prefers a no minimum dollar order policy.		
3.3.6	Bidders should state if there is a minimum dollar value for delivery of orders.		
3.4	INVOICING/PAYMENT TERMS/TAXES		
3.4.1	All invoices must be sent to the Thames Valley District School Board, 1250 Dundas Street, London, Ontario N5W 5P2. Attention: Accounts Payable.		
3.4.2	Bidders should indicate any specific payment terms. It is generally expected that payment will be 45 days from receipt of invoice.		
3.4.3	Bidders should state percentage discount for early payment and net payment terms.		
3.4.4	Purchase order numbers must be stated on all invoices; invoices without will be returned unpaid.		

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3.4.5	GST and PST: Where applicable, Goods & Services Tax and Provincial Sales Tax must be shown separately as extras on all invoices in accordance with Canadian and Provincial Government regulations.		
4.0	SPECIFICATIONS		
4.1	QUALITY		
4.1.1	Unless otherwise specified, supplies must be new, in good condition, fit for the purpose for which they are being acquired and free from defects. The decision of the TVDSB pertaining to items being rejected is final.		
4.1.2	Manufacturers' brand names and numbers are used as guidance for the bidders; alternate items of equal quality will be considered. If bidding on an alternate item, the manufacturer's name and model number must be indicated in the appropriate field in the Worksheets FOR EVERY ALTERNATE ITEM BID.		
4.1.3	The determination of equal quality will be based on our internal professional opinions.		
4.1.4	In addition to price, quality and suitability to school use will be among the first considerations. Delivery lead times, service, performance record, manufacturer's warranties and the value of the overall award will be also taken into consideration when awarding this contract.		
4.1.5	Any material, equipment, service or work ordered which, in the opinion of the TVDSB, does not completely fulfill the specifications must immediately be removed and/or completed to the specifications or sample quality at the expense of the successful bidder.		
4.1.6	The successful bidder(s) must carry out all work to the satisfaction of the TVDSB. All trade work is to be performed by appropriately certified staff.		
4.2	QUANTITY/TERM		
4.2.1	The quantities indicated are based on the previous one years' purchases and projected current year capital projects. Quantities are subject to equipment breakdowns, user requests, program changes and budget approval which may be increased or decreased when orders are placed. All items may not be purchased if costs exceed budget. In no way should the information furnished be considered as a guarantee with respect to the future volume of business. The successful bidder(s) will be responsible for supplying the quantities that are eventually ordered for each item awarded during the term of this bid at the quoted price.		
4.3	REQUIREMENTS		
4.3.1	The requirements are detailed in Worksheet B - Requirements		
4.3.2	For each requirement as described in Worksheet B, bidders must place a response in the appropriate column.		
4.4	CATALOGUE		
4.4.1	The successful bidder(s) will be required to submit an electronic file (Excel, ASCII, Lotus) with their entire product listing to be used for ordering purposes by the TVDSB.		
4.4.2	The file MUST contain the following fields:		
4.4.2.1	Field #1 - Catalogue/Product #		
4.4.2.2	Field #2 - Unit of Measure		

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4.4.2.3	Field #3 - Unit Price		
4.4.2.4	Field #4 - Page Number		
4.4.2.5	Field #5 - Product Discription		
4.4.3	Bidders must state the discount, from their list price, that they will offer the TVDSB on their complete product range.		
4.4.4	The TVDSB reserves the right to sample the market for price comparisons to ensure competitive prices on products required.		
4.4.5	Bidders should submit a catalogue illustrating pricing and listing their complete product range.		
4.5	RETURN OF GOODS POLICY		
4.5.1	The TVDSB will return any shipment COLLECT if, in our opinion, the product supplied does not conform to the specification and/or samples submitted in the bid.		
4.5.2	Bidders should state if there is a time limit on returning goods.		
4.5.3	Bidders should state if there is a restocking charge on any returned item and the amount or rate to be charged if goods are returned for any other reason than those stated in 4.5.1.		
4.5.4	Bidders should describe their procedure for returned goods with respect to:		
4.5.5	Packaging		
4.5.6	"Attention To" labeling		
4.5.7	Address to where returns should be shipped		
4.5.8	Method of shipment (company truck, courier, transport)		
4.5.9	If a return authorization number is required		
4.5.10	What charges apply and who is responsible for payment		
4.5.11	The TVDSB will not pay to return any goods which do not meet the specifications listed in this bid.		
4.6	ILLUSTRATIVE LITERATURE		
4.6.1	Bidders must submit ILLUSTRATIVE and SPECIFICATION INFORMATION for each item of which they have bid. Bidders who are bidding EXACTLY as specified do not need to supply this information.		
4.6.2	Bidders should state if this literature can be obtained directly from the manufacturer via the internet.		
4.6.3	Bidders should state the web site addresses for each manufacturer.		
4.7	SAMPLES		
4.7.1	Samples must be submitted for any equivalent item being bid on. Bidders who are bidding EXACTLY as specified do not need to submit samples. The sample product must match the bid response. No alteration of the bid will be allowed. Samples are not required for any of the products listed in Worksheet F - Lamps.		
4.7.2	Samples must be received by the tender closing date, June 11, 2008.		
4.7.3	Samples requested must be clearly marked with the name of the bidder and the bid item number.		
4.7.4	Samples must be sent to our Distribution Centre, 951 Leathorne Street, London, ON, N5Z 3M7.		
4.7.5	Bidders who do not submit the required samples will be considered noncompliant.		

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4.7.6	Bidders may be requested to install sample dispensers and chemicals at a specific given site. The bidder will be notified one week prior to the installation needing to be completed. Bidders may also be asked to provide training to on-site staff regarding the use of the dispensers and chemicals.		
4.7.7	Not all samples will be returned immediately. Those retained for quality control purposes or testing will be purchased and any item tested that proves defective will be returned.		
4.7.8	Bidders should provide return instructions (i.e. address and authorization number) if required, for sample returns.		
4.8	SUBSTITUTIONS		
4.8.1	In the event that an item ordered becomes discontinued during the contract, all bidders must notify the Purchasing Services Department for authorization before the item is substituted and shipped. Successful bidders may be required to provide samples of the proposed substitutions before sending shipments. The Board reserves the right to return any shipment COLLECT , if in our opinion the products supplied do not conform to the terms of this contract.		
4.9	ENVIRONMENT		
4.9.1	Bidder(s) should include a detailed description of any environmental initiative and how your program would be implemented and benefit the TVDSB. Submissions should include, but are not limited to, percentage of recycled content in containers and packaging.		
5.0	TERMS AND CONDITIONS		
5.1	GENERAL TERMS AND CONDITIONS		
5.1.1	Any response submitted to the bid is IRREVOCABLE for 120 days.		
5.1.2	A bidder who has already submitted a bid may submit an addendum in writing and signed by the bidder at any time up to the official closing time. No facsimiles shall be accepted. The last submission shall super cede and invalidate all previous submissions by that bidder as it applies to this bid. Addenda must be submitted to the "Tenders Clerk" in the same manner and within the same time constraints as the bid submission.		
5.1.3	A bidder may withdraw the bid at any time up to the official closing time by letter bearing his/her signature as it is in the submission. Withdrawal requests received after the closing date shall not be permitted. Submission withdrawals must be submitted to the "Tenders Clerk" in the same manner and within the same constraints as a bid submission.		
5.1.4	The issuance of this call for bids shall not constitute any obligation on the part of the TVDSB to any firm or individual who submits a bid.		
5.1.5	The bidder must have satisfactorily fulfilled all relevant obligations as required under the terms and conditions of any previous award in order to be considered as an acceptable bidder.		

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5.1.6	The laws of the Province of Ontario shall govern in any dispute occasioned as a result of the performance or non-performance and/or workmanship of a contract issued pursuant to the bid and any dispute arising out of the issuance of and response to this bid.		
5.1.7	The TVDSB reserves the right to withdraw the award of the contract to a successful bidder(s) within 30 days of the award if in the opinion of the TVDSB the successful bidder(s) is unable or unwilling to enter into a form of contract satisfactory to the TVDSB. The TVDSB shall be entitled to do so without any liability being incurred by the TVDSB to the bidder		
5.1.8	The lowest or any bid submission may not necessarily be accepted. The TVDSB reserves the right to decline any or all bid submissions, or to cancel the bid call in whole or in part at any time prior to making an award, for any reason, or no reason, without liability being incurred by the TVDSB to any bidder for any expense, cost, loss or damage incurred or suffered by the bidder as a result of such withdrawal.		
5.1.9	All costs associated with the preparation of the bid submission will be solely the responsibility of the bidder.		
5.1.10	The TVDSB reserves the right to decline or purchase one or all items in this bid from one supplier or from multiple suppliers.		
5.1.11	All of the terms and conditions of this bid are deemed to be accepted by the bidder and incorporated into the bidder's proposal submission. It is the TVDSB's intention that the Terms and Conditions stated in this bid and the successful bidder's response to this bid will form the contract between TVDSB and the successful bidder(s). Any conflict in the wording of the bidder's invoice and/or sales agreement and the wording of the terms and conditions of this proposal, shall be resolved in favour of the TVDSB and shall be deemed to be incorporated into the bidder's invoice and/or sales agreement.		
5.1.12	The successful bidder(s) must not at any time subcontract any portion of this contract nor shall it assign the contract without the written permission of the TVDSB. The successful bidder(s) must not, at any time, change subcontractors approved by the TVDSB without written permission of the TVDSB.		
5.1.13	While the TVDSB has used considerable efforts to ensure an accurate representation of information in this bid document, the information contained herein is contained solely as a guideline for bidders. The information is not guaranteed or warranted to be accurate by the TVDSB, nor is it necessarily comprehensive or exhaustive. Nothing in this bid document is intended to relieve bidders from forming their own opinions and conclusions in respect to the matters addressed in this bid document.		

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5.1.14	The TVDSB may accept or waive a minor irregularity, or where practical to do so the TVDSB may as a condition of bid acceptance request a bidder to correct a minor irregularity with no change in bid price. Items of non compliancy on any bid submissions which do not strictly comply with the provisions, procedures and requirements of this bid, or are incomplete, ambiguous, or which contain errors, alterations, misleading information, omissions, or irregularities of any kind, may be rejected and disqualified at the discretion of the TVDSB. All bidders agree to provide all such additional information as, and when requested, at their own expense, provided no bidder in supplying any such information shall be allowed, in any way to change the pricing or other cost quotations originally given in its bid submission or in any way materially alter or add to the solution originally proposed.		
5.1.15	All TVDSB policies, procedures and regulations must be adhered to by the successful bidder(s).		
5.1.15.1	Smoking is prohibited in all TVDSB buildings and on all TVDSB property.		
5.1.15.2	Some TVDSB sites are equipped with video surveillance cameras.		
5.1.15.3	The successful bidder(s) is obliged to cooperate with all recycling and environmental procedures and initiatives established by government, the TVDSB and each school.		
5.1.16	The successful bidder(s) will reimburse the TVDSB for any damages through negligence or willful acts of any of the successful bidder(s)' employees or contracted staff.		
5.1.17	The successful bidder(s)' employees and contracted staff shall not be considered TVDSB employees and shall not represent themselves as an agent of the TVDSB nor be eligible for any of the benefits provided to TVDSB employees.		
5.1.18	The TVDSB reserves the right to demand the removal of any successful bidder's employees or contracted staff engaged in this contract if, in the TVDSB's opinion, their conduct has been of an unacceptable nature.		
5.1.19	The successful bidder(s) will be responsible for seeing that regular supervision is maintained over all working personnel. It is the bidder's responsibility to see that all their activities are properly coordinated with the TVDSB's operations and modify assignments as required.		
5.1.20	This bid document is being issued pursuant to the TVDSB's Purchasing Policies and Procedures.		
5.2	CANCELLATION OF CONTRACT / LOSS OF SERVICE		
5.2.1	The TVDSB reserves the right to terminate this contract within 30 days written notice if, in its opinion, the successful bidder(s) fails to meet the terms and conditions of the contract. Notwithstanding the termination of the contract, the successful bidder(s) shall remain responsible for its obligations under this contract up to the date of termination. The TVDSB reserves the right to commence an action in a court of competent jurisdiction against the successful bidder(s) for damages that result from the breach of the terms and conditions of the contract, by the successful bidder(s).		

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5.2.2	The TVDSB shall have the right to retain and set off from any monies payable to the successful bidder(s) under the contract the total outstanding amount from time to time and for all damage claims by the TVDSB or any third parties arising out of this contract which have not been resolved by the successful bidder(s) or its insurer.		
5.2.3	The TVDSB reserves the right to withhold monies owing under a contract to the value of the obligation to a maximum of the monies owing to the successful bidder(s) for any indebtedness of the supplier that may impact on the TVDSB.		
5.2.4	The successful bidder(s) shall be responsible for ensuring continuous delivery of the goods and services in the event of a labour disruption by either, the successful bidder(s), the TVDSB's staff or third party interruptions.		
5.2.5	In the event that the successful bidder(s) becomes insolvent, and/or the successful bidder(s) is unable or unwilling to provide the contracted service for a period of more than 30 consecutive days during the period of the contract, the TVDSB shall have the right to replace the successful bidder(s) with another service provider suitable to the TVDSB in addition to all of its other rights pursuant to the term of this bid.		
5.3	FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT		
5.3.1	Bidders agree that all documentation and information contained in any bid submissions and any addendum that becomes the property of the TVDSB shall be subject to disclosure pursuant to an application pursuant to a Municipal Freedom of Information and Protection of Privacy Act request for disclosure. Notwithstanding that a bid submission or an addendum may contain a trade secret of the bidder, intellectual property right of the bidder, or scientific, technical, commercial, pricing or other financial or labour relations information or any other similar secret.		
5.3.2	A bidder specifically consents to the disclosure of any and all information contained in their bid submission or any addendum pursuant to a request for disclosure pursuant to a Municipal Freedom of Information and Protection of Privacy Act and such consent shall be considered a consent given pursuant to Subsection 10(2) of the said Act. Notwithstanding the aforesaid, the bidder assigns all right, title and interest that they have in the bid submission, and any addendum to the TVDSB, including the right to copy and/or publish the same as the TVDSB sees fit, notwithstanding that no request for disclosure is made pursuant to the Municipal Freedom of Information and Protection of Privacy Act.		
5.3.3	All bidders agree not to disclose any information provided by the TVDSB in this bid document to any third party without the written consent of the TVDSB.		
5.4	HUMAN RIGHTS AND CHILD LABOUR LAWS		
5.4.1	Any infringement on human rights, but namely those of children, is of considerable concern to the TVDSB. Bidders wishing to do business with the TVDSB are asked to promote the purchase of goods from companies that operate in full compliance with the laws of their respective countries and with all applicable child labour laws, rules and regulations related to hiring, wages, hours worked, overtime and working conditions.		

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5.4.2	Bidders should indicate your firm's policy and present practices and procedures in place to encourage promotion of this objective.		
5.4.3	For bidders' information, the web site address of the International Labour Organization and its objectives toward the abolition of child labour is:		
5.4.3.1	http://www.ilo.org		
5.4.3.2	http://www.ilo.org/public/english/comp/child/policy/towards.htm		
5.5	HEALTH & SAFETY REGULATIONS/ MATERIAL SAFETY DATA SHEETS		
5.5.1	The Ministry of Education and Training and the Ministry of Health provides regulations specifying which substances/ products are not acceptable. If applicable, the successful bidder(s) must supply MATERIAL SAFETY DATA SHEETS providing us with the breakdown of components for any products used in our facilities with every shipment . It is the successful bidder(s) responsibility to ensure that each Material Safety Data Sheet that is sent is current, valid, and has been updated within the past three years.		
5.5.2	The Occupational Health and Safety Act describes the responsibilities of an employer. The TVDSB requires that contractors maintain procedures, training and enforcement so that the responsibilities are carried out at our workplace. The contract shall abide by and strictly adhere to the regulations and conditions set out and laid down by the most current versions of the Occupational Health and Safety Act, 1990, Chapter 0-1. Their workers must be trained in WHIMS in accordance with Occupational Health and Safety Act Regulations. They must adhere to all of the TVDSB's Health and Safety Policy, Procedures and Guidelines and Municipal Bylaws.		
5.5.3	No supplier will be awarded any product that requires a Material Safety Data Sheet unless the bidder complies with the conditions above.		
5.5.4	The TVDSB reserves the right to request a copy of a bidder's Health & Safety Policy, Procedures and Guidelines.		
5.5.5	Where applicable, the TVDSB will give preference to products made with non-natural rubber latex (synthetic rubber latex). Bidders must indicate any products containing natural rubber latex and its percentage content.		
5.6	COMMERCIAL LIABILITY INSURANCE		
5.6.1	The successful bidder(s) must be covered by Commercial General Liability Insurance throughout the term of the contract. Each bidder must state if it has Commercial General Liability Insurance Coverage.		

FIRM NAME : _____

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THAMES VALLEY DISTRICT SCHOOL BOARD
 REQUEST FOR PROPOSAL
 CUSTODIAL PRODUCTS AND SUPPLIES
 WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.6.2	Each bidder should show proof with the submission of this bid that upon the award of this contract that it will be covered by Commercial Liability Insurance coverage with limits of \$1 million per occurrence for liability (by way of primary coverage and/or Umbrella Coverage and/or otherwise), arising at law for damages caused by reason of bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$1 million per occurrence of Commercial Liability Insurance coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or agent's letterhead that liability insurance limits will be increased to \$1 million per occurrence from the commencement of the contract should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain good standing throughout the term of the contract. The TVDSB reserves the right to request proof of coverage any time throughout the duration of the contract.		
5.6.3	This liability policy shall contain the following coverage:		
5.6.4	Personal Injury & Property Damage		
5.6.5	Non-Owned Automobile Liability		
5.6.6	Owners and Contractors Protective Coverage		
5.6.7	Contractual Liability		
5.6.8	Broad Form Property Damage		
5.6.9	Products & Completed Operation Insurance		
5.6.10	Contingent Employees Liability		
5.6.11	Cross Liability Clause and Severability of Interest Clause		
5.6.12	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damages and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract.		
5.6.13	The successful bidder(s) agrees to indemnify, hold harmless and defend the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason or injury (including death) or damage to any property arising out of negligent or willful acts on the part of the successful bidder(s) or any of its representatives or employees or subcontractors in the execution of the work performed or from defects in the equipment supplied.		
5.7	MOTOR VEHICLE LIABILITY INSURANCE		
5.7.1	Bidders must state if its own vehicles and/or those vehicles owned by its employees or subcontractors shall operate on the property of the TVDSB.		

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THAMES VALLEY DISTRICT SCHOOL BOARD
 REQUEST FOR PROPOSAL
 CUSTODIAL PRODUCTS AND SUPPLIES
 WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.7.2	In the event of an affirmative answer to 5.8.1, the successful bidders must be covered by Automobile Liability Insurance through the term of the Contract. If the bidder's employees or subcontractors will operate their own vehicles during the contract then they must maintain the same Automobile Liability Coverage as the bidder. Each bidder must state if it or its employees or subcontractors have Automobile Liability Insurance Coverage. Sub clauses also subsection 5.8.3 to subsection 5.8.4 applies to those employees or subcontractors who operate their own automobiles on the property of the TVDSB.		
5.7.3	Bidders should show proof with the submission of this bid, that upon the award of this contract that it will be covered by Automobile Liability Insurance with coverage limits of \$2 million (Commercial and \$1million on all personally owned vehicles) per occurrence for liability arising at law for damages caused by reason or bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$2 million per occurrence of Automobile Liability Insurance Coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or the agent's letterhead that liability insurance limits will be increased to \$2 million for Commercial Vehicles and \$1 million personally owned vehicles per occurrence from the commencement of the contract and annually thereafter for the term of the contract, should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain that good standing throughout the term of the contract.		
5.7.4	The TVDSB reserves the right to request proof of coverage anytime throughout the duration of the contract. This liability policy shall contain the following coverage:		
5.7.5	Third Party Liability Coverage in the form of OAP-1.		
5.7.6	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damage and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract by way of the ownership or operation of an automobile.		
5.7.7	The successful bidder(s) agrees to indemnify, hold harmless, and defend, the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason of injury (including death) or damage to any property arising out of negligence on the party of the successful bidder(s) or any of its representatives or employees by way of the ownership or operation of an automobile.		
6.0	BIDDER PROFILE		
6.1	REFERENCES		
6.1.1	Bidders must provide a minimum of three references where you have successfully provided goods and/or services with the same size and scope of this bid document. The reference must contain the following information:		
6.1.1.1	Reference 1 - Company Name:		

FIRM NAME : _____

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THAMES VALLEY DISTRICT SCHOOL BOARD
 REQUEST FOR PROPOSAL
 CUSTODIAL PRODUCTS AND SUPPLIES
 WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
6.1.1.2	Reference 1 - Address:		
6.1.1.3	Reference 1 - Contact Name:		
6.1.1.4	Reference 1 - Phone Number:		
6.1.1.5	Reference 1 - Fax Number:		
6.1.1.6	Reference 1 - e-mail address:		
6.1.1.7	Reference 2 - Company Name:		
6.1.1.8	Reference 2 - Address:		
6.1.1.9	Reference 2 - Contact Name:		
6.1.1.10	Reference 2 - Phone Number:		
6.1.1.11	Reference 2 - Fax Number:		
6.1.1.12	Reference 2 - e-mail address:		
6.1.1.13	Reference 3 - Company Name:		
6.1.1.14	Reference 3 - Address:		
6.1.1.15	Reference 3 - Contact Name:		
6.1.1.16	Reference 3 - Phone Number:		
6.1.1.17	Reference 3 - Fax Number:		
6.1.1.18	Reference 3 - e-mail address:		
6.2	ADMINISTRATION & ORGANIZATION		
6.2.1	The TVDSB reserves the right at any time after the closing date, to request from any bidder evidence of its financial standing and stability, including that of each of its officers, directors and principals. All bidders agree to provide at their own expense all such above-related information as may be requested by the TVDSB within four days of the date of any such request.		
6.2.2	Bidders are required to list any and all pending or ongoing legal claims or disputes where the bidder could individually or in combination with other claims, suffer a potential economic loss greater than \$100,000.00.		
6.2.3	Bidders must state location of their distribution centre.		
6.2.4	Bidders must state method of delivery.		
7.0	BID SUBMISSION		
7.1	BIDDER'S RESPONSE GUIDE		
7.1.1	Each bid submission should be structured using only the criteria identified in this bid document. When submitting bids, bidders should use the same numbering format, as on this bid document.		
7.1.2	The bid submission must include:		
7.1.2.1	Printed and signed copies of all Appendices		
7.1.3	One Diskette or CD with file names:		
7.1.3.1	Worksheet A: Terms and Conditions in Excel format - Electronic response required		
7.1.3.2	Worksheet B: Requirements in Excel format - Electronic response required		

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THAMES VALLEY DISTRICT SCHOOL BOARD
 REQUEST FOR PROPOSAL
 CUSTODIAL PRODUCTS AND SUPPLIES
 WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
7.1.3.3	Worksheet C: Specifications: Chemicals and cleaning - Electronic response required		
7.1.3.4	Worksheet D: Specifications: Garbage Bags - Electronic response is required		
7.1.3.5	Worksheet E: Specifications: Paper - Electronic response required		
7.1.3.6	Worksheet F: Specifications: Lamps and Tubes - Electronic response required		
7.1.3.7	Worksheet G: Specifications: Salt - Electronic response required		
7.1.4	It is the bidders responsibility to ensure the that the necessary files on the diskette or CD.		
7.1.5	Failure to respond in electronic format will deem the bid noncompliant.		
7.1.6	All bid documents should be submitted in an envelope marked with the bid name and number (as set out in Section 9.3 - Labeling Instructions).		
7.1.7	Bidders' submissions should include page numbers for ease of reference by committee members.		
7.1.8	The specifications and pricing section of the bid submission should not make reference to supplemental materials.		
7.1.9	Supplemental materials will not qualify as substitutes for direct responses to the bid's requirements unless specifically requested.		
8.0	AWARD		
8.1	EVALUATION PROCESS		
8.1.1	An evaluation committee will be established to evaluate bid submissions.		
8.1.2	All bid submissions will first be evaluated on their compliance with the requirements of this bid document.		
8.1.3	All compliant bid submissions will be evaluated by a TVDSB evaluation committee based on the following evaluation criteria:		
8.1.3.2	Compliance with specifications including product quality and the ability to adhere to Green Seal Standards or Ecologo Environmental Choice.		
8.1.3.3	Supplier Support, including Unique Added Value (training) and References		
8.1.3.4	Pricing		
8.1.3.5	Bid Submission including completeness of detail		
8.1.3.6	Financial Stability		
8.1.3.7	Freedom from legal liabilities		
8.1.3.8	Site Visit (if required)		
8.1.3.9	Presentation (if required)		
8.1.4	Compliant bidders may be requested to make a presentation of their bid for clarification only. No alteration of your submission will be permitted. Notification will be given to qualified bidders as to the time and place. The presentation shall be at the expense of the bidder.		
8.1.5	Delivery, lead times, service, performance record, and the value of the overall award will also be taken into consideration when awarding this contract.		
8.1.6	The determination of equal quality will be based on our internal professional opinions.		

FIRM NAME : _____

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THAMES VALLEY DISTRICT SCHOOL BOARD
 REQUEST FOR PROPOSAL
 CUSTODIAL PRODUCTS AND SUPPLIES
 WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
8.2	AWARD AND NOTIFICATION OF CONTRACT		
8.2.1	The results of this bid will be posted to the TVDSB web site as soon as decisions have been made:		
8.2.1.1	www.tvdsb.on.ca		
8.2.1.2	"Purchasing Bids" → "Electronic Bidding Instructions, Bid Download and Bid Results",		
8.2.1.3	Scroll to the end of the document, click "Proceed to inquiry/download page".		
8.2.1.4	Proceed to the Bid, click "Results - Check Mark"		
8.2.1.5	View documents in PDF format.		
8.2.2	All bid files are available for downloading at no charge from the TVDSB web site.		
9.0	ELECTRONIC BIDDING INSTRUCTIONS		
9.1	DOWNLOADING BID DOCUMENTS		
9.1.1	All documents are available from the TVDSB Web Site at www.tvdsb.on.ca		
9.1.2	Click "Purchasing - Bids" icon		
9.1.3	Click "Electronic Bidding Instructions, Bid Download and Bid Results" or "Bids" → Read Instructions		
9.1.4	Click "Proceed to Inquiry/Download page"		
9.1.5	Click on the "Name of the Bid" to view documents in PDF format.		
9.1.6	Click on the "NEW" logo to download the executable files for preparing and submitting your bid.		
9.1.7	All bid files are available for downloading at no charge from the TVDSB web site.		
9.2	PRINTING COPIES OF BID DOCUMENTS		
9.2.1	To print a working copy of any bid document - Click on the "name of the Bid" to print documents in PDF format.		
9.3	SECTION 9.3 COMPUTER SYSTEM REQUIREMENTS		
9.3.1	To use the electronic system, bidders must have the following equipment:		
9.3.1.1	Microsoft Windows, version 9.5 or greater		
9.3.1.2	2.5 MB available hard drive space		
9.3.1.3	3 ½ 1.44 MB diskette drive or CD Burner.		
9.4	INSTALLATION OF BID PROGRAM ONTO YOUR COMPUTER:		
9.4.1	The TVDSB has made every effort to ensure the files are free of any virus and are functional. However, in safe computing practice, you are responsible for checking the files on your own virus checker to ensure it is free of any virus.		
9.4.2	Download the executables from our Web Site as shown above. Double click on the "NEW" logo for the executable file. Follow the instructions.		
9.4.3	The bid files are installed into a default directory called C:\LBTENDER. When the installation process is complete, a box will appear with a "Remove Thames Valley District School Board Tender icon"; please close this box. When the setup is complete, click close.		
9.4.4	To begin the Bid Program: Go to Windows Explorer		

FIRM NAME : _____

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THAMES VALLEY DISTRICT SCHOOL BOARD
 REQUEST FOR PROPOSAL
 CUSTODIAL PRODUCTS AND SUPPLIES
 WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.4.4.1	Click on C:\ drive		
9.4.4.2	Open the folder "lbtender"		
9.4.4.3	The following files will be installed in the C:\lbtender directory:		
9.4.4.4	Appendicies.xls		
9.4.5	To start the process open the Excel files and complete as instructed.		
9.8	SECTION 9.8 THE RETURN DISKETTE OR CD:		
9.8.1	After all bids have been entered:		
9.8.1.1	Copy the all Appendixes to either a 3.5" Diskette or CD using your company's standard CD Writing program.		
9.8.1.2	Check to ensure that the "files" are on the diskette or CD. Without these files we will not be able to download your bid.		
9.8.1.3	Be sure to label your diskette or CD with company name and signature.		
9.9	LABELLING OF ENVELOPE AND DISK		
9.9.1	ADDRESS BID ENVELOPE AS SHOWN BELOW:		
9.9.2	From - Company Name & Address		
9.9.3	To:OFFICE OF THE TENDERS CLERK		
9.9.4	Thames Valley District School Board		
9.9.5	EDUCATION CENTRE		
9.9.6	1250 Dundas Street,		
9.9.7	LONDON, Ontario		
9.9.8	N5W 5P2		
9.9.9	CUSTODIAL SUPPLIES RFP		
9.9.10	Bid #/07 - 2008LM		
9.9.11	Return Date: JUNE 11, 2008 prior to 12:00:00 noon local time		
9.10	PLEASE AFFIX LABEL ON DISK AS SHOWN BELOW:		
9.10.1	THAMES VALLEY DISTRICT SCHOOL BOARD		
9.10.2	CUSTODIAL SUPPLIES RFP		
9.10.3	Bid #/07 - 2008LM		
9.10.4	Return Date: JUNE 11, 2008 prior to 12:00:00 noon local time		
9.10.5	Signature:		
9.10.6	Firm Name:		

FIRM NAME : _____

SIGNATURE : _____

THAMES VALLEY DISTRICT SCHOOL BOARD
 REQUEST FOR PROPOSAL
 CUSTODIAL PRODUCTS AND SUPPLIES
 WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
10.0	10.0 SIGNATURE PAGE		
10.1	This section must be completed, signed, and included with your submission for your bid to be accepted.		
10.2	I hereby acknowledge and agree that I have read and completed all of the preceding Contract Terms and Conditions and all Appendices. All required Appendices are included in our bid submission.		
10.3	I/We the undersigned are duly authorized to execute this Bid Submission on behalf of:		
10.4	NAME (Please print):		
10.5	TITLE:		
10.6	SIGNATURE:		
10.7	FIRM NAME:		
10.8	State the legal entity that your organization operates under:		
10.8.1	Proprietorship		
10.8.2	Partnership		
10.8.3	Corporation		
10.9	If your organization is incorporated, bidders must state the jurisdiction in which the corporation was originally incorporated in:		
10.9.1	Name of each individual Partner or Correct Legal Name of Corporation:		
10.9.2	E-MAIL ADDRESS:		
10.9.3	ADDRESS:		
10.9.4	INTERNET ADDRESS:		
10.9.5	TELEPHONE NO.:		
10.9.6	FAX NO.:		
10.10	If subcontracting , bidders must provide the correct legal name for any sub contractor, their full personal name and address, telephone number, fax number, as well as the name(s) of appropriate contact persons (with whom the TVDSB may consult regarding this bid with whom the bidder enters into a contract(s) with to carry out any portion of this contract:		
10.10.1	Firm Name:		
10.10.2	Firm Address:		
10.10.3	Telephone Number:		
10.10.4	Fax Number:		
10.10.5	E-MAIL ADDRESS:		

Laura Mundinger
 Buyer, Purchasing Services

Peggy Sattler
 Chairperson

FIRM NAME : _____

SIGNATURE : _____

THAMES VALLEY DISTRICT SCHOOL BOARD
 REQUEST FOR PROPOSAL
 CUSTODIAL PRODUCTS AND SUPPLIES
 WORKSHEET B - REQUIREMENTS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
11.1	DELIVERY & ORDERING		
11.1.1	All goods delivered must be unloaded by an adequate number of the supplier's staff to the designated receiving area within each site. Mail delivery will be not be acceptable. The safety of the students during delivery is a concern. Bidders should state the protocol your company has in place to ensure delivery is as safe as possible.		
11.1.2	Protection from freezing or chilling of liquid material during delivery will be the successful bidder(s) responsibility.		
12.1	QUALITY		
12.1.2	Green products must comply with a clear set of performance standards such as Green Seal Standards GS-37 & GS-40 or Environmental Choice. If there is no applicable Green Seal Standard or Environmental Choice, use products that comply with another set of stringent environmental performance standards such as California Code of Regulations, Title 17, Section 94509.		
12.1.3	Green products will be among the first in consideration by the TVDSB. Where Green products are not available, a non Green alternative will be evaluated.		
12.1.4	Concentrated cleaning products should be used when available to reduce packaging.		
13.1	DISPENSING SYSTEM		
13.1.1	The TVDSB currently has approximately 455 chemical dispensing systems in our schools.		
13.1.2	The successful bidder will be required to remove all existing chemical dispensers off site and recycle them properly.		
13.1.3	The successful bidder will be required to replace all existing chemical dispensers with new systems.		
13.1.4	The TVDSB will be converting our current soap dispensers with Green Seal certified foam soap dispensers. This process will be implemented on an as required basis. In Worksheet C, please state your cost to replace dispensers 1000 at a time. This cost is to include removal of old dispensers and installation of new dispensers. Old dispensers must be removed off site and recycled properly.		
13.1.5	The TVDSB has started a program to replace our current paper towel dispensers with controlled paper towel dispensers (BayWest 86500.) It is the TVDSB's intent to continue with this program, and dispensers will be ordered on an as required basis. In Worksheet C, please state your cost of controlled paper towel dispensers. This cost is to include installation of new dispensers.		
14.1	GENERAL TERMS		
	The TVDSB will notify the successful vendor in writing if, in it's opinion, the successful vendor fails to meet its obligations under this contract. If the situation is not corrected within 30 days, the TVDSB reserves the right to cancel the contract immediately.		

FIRM NAME: _____

SIGNATURE: _____

THAMES VALLEY DISTRICT SCHOOL BOARD
 SPECIFICATIONS - WORKSHEET C
 CHEMICALS AND CLEANING

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
GENERAL SUPPLIES									
1	DUSTER - LAMBSWOOL - EXTENSION - 30"- 40" - crimped wool fibres - large, thick head - washable - Swish 0311 or equivalent	72							
2	DUSTER - LAMBSWOOL DUSTER - 28" - Swish 1008A or equivalent	112							
3	DUSTER EXTENSION - polywood duster - c/w 84" extending handle - Model 3120-84" or equivalent	91							
4	DUSTPAN - INDUSTRIAL - heavy duty metal - 12" wide x 9" deep - black finish - c/w hood and balanced handle at top centre - CanadianMill Supply 3012, or equivalent	41							
5	DUSTPAN - PLASTIC - LOBBY - c/w handle and lid - no bending necessary - for cleaning indoors and out - Swish 2007 or equivalent	57							
6	DUSTPAN - PLASTIC - 12" - Swish 2006 or equivalent	62							
7	FUNNEL - 28 OZ CAPACITY - H.D. polypropylene - metric and imperial measurements - Cluthe 3507, Windsor 411 3507 or equivalent	18							
8	GLIDE - CHAIR - SWIVEL - Flexi-Felt 6325 or equivalent	100							
9	GLIDE - DESK - Flexi-Felt 6231 or equivalent	100							
10	GLIDE - CHAIR - BLACK - 1" - non sliding, base angle - heavy duty vinyl - Cluthe 225 or equivalent	190							
11	GLIDE - CHAIR - BLACK - 3/4" - non sliding, base angle - heavy duty vinyl - Cluthe 225 or equivalent	222							

SIGNATURE: _____

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THAMES VALLEY DISTRICT SCHOOL BOARD
 SPECIFICATIONS - WORKSHEET C
 CHEMICALS AND CLEANING

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
12	GLIDE - CHAIR - BLACK - 3/4" - square - inside fitting to fit square tubing - heavy duty, linear polyethylene - base angle, flat - Cluthe 240 or equivalent	100							
13	GLIDE - CHAIR - BLACK - 7/8" - square - inside fitting to fit square tubing - heavy duty, linear polyethylene - base angle, flat - Cluthe 240 or equivalent	12							
14	GLIDE - CHAIR - GREY - ANGLE - 7/8"	40							
15	GLIDE - CHAIR - GREY - DOME - 1/2" - non sliding, base angle - heavy duty vinyl - Cluthe 225 or equivalent	32							
16	GLIDE - CHAIR - GREY - DOME - 5/8" - non sliding, base angle - heavy duty vinyl - Cluthe 225 or equivalent	1041							
17	GLIDE - CHAIR - GREY - DOME - 7/8" - non sliding, base angle - heavy duty vinyl - Cluthe 225 or equivalent	1							
18	GLIDE - CHAIR - SWIVEL - 5/8"	517							
19	GLIDE - CHAIR - SWIVEL - BEIGE - 5/8" - to fit over 5/8" round rod or tubing - base angle 30 degrees - ferrule height: 1 3/8" - overall height: 1 7/8" - Cluthe 1767 or equivalent	94							
20	GLIDE - CHAIR - SWIVEL - W/ 1 1/8" BASE - 7/8" - to fit inside round tubing - black plug with 1 1/8" diameter black base - 7/8" O.D. - 16-20 gauge - Duralon 753 or equivalent	72							

SIGNATURE: _____

FIRM NAME: _____

**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET C
CHEMICALS AND CLEANING**

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
21	GLIDE - CHAIR - WHITE CAP - 1 1/8" - to fit over round rod or tubing - 1 1/8" I.M. - 1097 or equivalent	334							
22	LABELS FOR BRIGHT NEUTRAL CLEANER	46							
23	LABELS FOR QF310 SHEET OF 2	127							
24	LABELS FOR QF520E SHEET OF 2	157							
25	LABELS FOR QF595 SHEET OF 2	143							
26	LABELS FOR QF930 OMEGA SHEET OF 2	169							
27	MAT - RUBBER - FINGERTIP - 36" X 72" - black - Swish Mat-A-Dor 9020-72 or equivalent	4							
28	MEASURING CUP - 16 OZ - boilproof polyethylene - graduated for liquid/dry measures - metric and imperial graduated lines - Gen-Pak 10742 or equivalent	16							
29	MEASURING CUP - 8 OZ - boilproof polyethylene - graduated for liquid/dry measures - metric and imperial graduated lines	22							
30	LUBRICANT AEROSOL SPRAY - penetrates rust - displaces moisture - drives away dirt, oil, rust, and grease - protects against corrosion - di-electric - safe on "O" rings, plastic, and nylon - Deeplube or equivalent	81							
31	GREASE - LITHIUM - 400 gram cartridge - c/w pressure additives - for use with temperatures - Texaco Multi-Fak, Shell Alvania E.P.2 or equivalent	74							
32	MOTOR OIL - 10W30 - 1 LITRE - multigrade HDX - Castrol MG10W30, Esso Protec Unival or equivalent	61							
33	MOTOR OIL - 5W30 - 1 LITRE - multigrade - Castrol 5W30 or equivalent	33							

SIGNATURE: _____

FIRM NAME: _____

THAMES VALLEY DISTRICT SCHOOL BOARD
 SPECIFICATIONS - WORKSHEET C
 CHEMICALS AND CLEANING

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
34	OIL - DETERGENT - HEAVY DUTY - 1 L - SAE30 or equivalent	4							
35	OIL - ENGINE - 2 CYCLE - 1 L	44							
36	OIL - NON-DETERGENT - 1 L - for diesel engines - Castrol SAE30 or equivalent	34							
37	WATER - DISTILLED - 4L JUG - flouride ion 0 p.p.m - for steam irons, sterilizers, vaporizers, laboratories - 954586, DEE-TEE, Weber 2W00 05C1 or equivalent	135							
38	NIFTY NABBER LITTER PICKER - 40" - ergonomically designed to eliminate bending - Marino PUW02100 or equivalent	24							
39	PADLOCK MASTER # 1 - keyed alike - 383 series	19							
40	PADLOCK MASTER # 5 - keyed alike - 2261 series	45							
41	PAIL - PLASTIC - DOUBLE SIDED - 19 QT - divided design for separation of solution from water - grey, metric and imperial graduated markings - Swish 2617 or equivalent	22							
42	PAIL - POUR SPOUT - 12 QT - pour spout - metric and imperial graduated markings - Marino 2962 or equivalent	36							
43	PUMP - FOR 20L CONTAINER - 1 OZ - polypropylene construction for chemical resistance - for 5 gal. (20L) pail - Swish 9531 or equivalent	9							
44	PUMP - FOR 4L CONTAINER - 1 OZ - polypropylene construction for chemical resistance - for 1 gal. (4L) pail - Swish 9530 or equivalent	14							
45	PUTTY KNIFE - heavy duty - thick durable handle - steel 1 1/2" blade	95							

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET C
CHEMICALS AND CLEANING**

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
46	SAFETY SCRAPER - BLADES - box of 100 - Swish ST01 or equivalent	47							
47	SAFETY SCRAPER - NO BLADES - Swish ST50 or equivalent	333							
48	SCRUB PAD - GREEN - 6" X 9" - abrasive pad - for removal of baked on deposits or scuff marks - Swish 9186 or equivalent	999							
49	SCRUB SPONGE C/W GREEN PAD - 3 1/2" x 6" x 1" - combination sponge and abraise scour pad - yellow sponge attached to durable nylon abrasive - 3M/Swish 9174 or equivalent	2575							
50	SPRAY BOTTLE - 24 OZ - bottle only - metric and imperial graduated markings - Swish 9126B or equivalent	764							
51	SPRAY BOTTLE - FLIP CAP - for use on 24 oz. bottles - Swish 11F or equivalent	28							
52	SPRAY BOTTLE - TRIGGER ONLY - for 24 oz spray bottle - adjustable - Swish 9126T or equivalent	1158							
53	SQUEEGEE - FLOOR - 18" - foam for cleaning floors and walls - NaceCare 8020030 or equivalent	6							
54	SQUEEGEE - RED POLY 18" FLOOR SQUEEGEE - NaceCare 8020030 or equivalent	2							
55	SQUEEGEE - WINDOW - C/W BRASS HANDLE - 12" - Marino PUT30012 or equivalent	41							
56	SQUEEGEE - WINDOW - C/W SWIVEL HANDLE - 12" - Marino PUT83012 or equivalent	11							
57	SQUEEGEE REFILL - WINDOW - RUBBER - 12" - fits brass and stainless steel squeegee channels - Marino 9202 or equivalent	27							

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET C
CHEMICALS AND CLEANING**

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58	WASTE BASKET - RECTANGULAR - LARGE - 41 QT - 15 1/4" L x 11" W x 19 1/8" H - black, all plastic construction - fits under standard desk height - rolled rims add strength - Rubbermaid 2957 or equivalent	133							
59	WASTE BASKET - RECTANGULAR - MEDIUM - 28 QT - 14 3/8" L x 10 1/4" W x 15" H - black, all plastic construction - fits under standard desk height - rolled rims add strength - Rubbermaid 2956 or equivalent	116							
60	WASTE CONTAINER - 20 GAL - grey, plastic, will not rust - base only - Rubbermaid Brute 2620 or equivalent	53							
61	WASTE CONTAINER - 32 GAL - grey, plastic, will not rust - base only - Rubbermaid Brute 2632 or equivalent	41							
62	DOLLY - FIVE WHEEL - locks into base - provides additional support for heavy loads - Marino 2640 or equivalent	19							
63	WET FLOOR SIGN - YELLOW - folds flat for easy storage - two sided, 28" tall, English - Marino MI7005 or equivalent	54							
64	WORKPLACE WHIMIS LABELS - 6 per sheet	187							
65	WRINGER - DOWN PRESS - corrosion resistant - one piece molded construction - pushes water down eliminating overflow - Marino MA1232 or equivalent	14							
66	BUCKET - FOR WRINGER - 26-40 QT plastic bucket - imperial and metric graduations for measuring - large opening for mop with wringer attached - Marino MA2603 or equivalent	38							

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 SPECIFICATIONS - WORKSHEET C
 CHEMICALS AND CLEANING

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67	BUCKET - WAVEBREAK - with casters - reduces splashing - Rubbermaid 7570-88 or equivalent								
68	BUCKET - DIRTY WATER - sits in Wavebreak bucket - separates dirty water from cleaning water - Rubbermaid 9C74 or equivalent								
FLOOR CARE									
69	BURNISHING CRÈME - 16 OZ - floor polishing crème - non-skid, wet-look, oil and scuff resistant surface - one step application - 16 OZ/ 6 jugs per case - Swish Zenith 3020 or equivalent	92							
70	FLOOR CLEANER - 4L - concentrated neutral floor cleaner - light duty cleaning - no film forming substances - for damp mopping, light cleanup - please state dilution rate - please state if R.T.U. - Swish Sunbeam Neutral 4020-4 or equivalent	20							
71	FLOOR CLEANER - 9.46L - neutral cleaner - please state dilution rate - Quick Fill Bright or equivalent	83							
72	FLOOR CLEANER - HARDWOOD - 4L - please state dilution rate - Fullcourt or equivalent	11							
73	FLOOR CLEANER - SCRUBBING - 4L - removes damaged and dull coats of floor finish - for use on all types of floor finish - please state dilution rate - Swish Deep Scrub 4080-4 or equivalent	318							

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET C
CHEMICALS AND CLEANING**

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74	FLOOR FINISH - 20L - high gloss finish - recoat ability, and durability - responds to high speed burnishing - used on most types of flooring - please state square ft. coverage - please state % solids content - Swish Polylock Ultra 8021-20 or equivalent	1148							
75	FLOOR FINISH - 4L - high gloss finish - recoat ability, and durability - responds to high speed burnishing - used on most types of flooring - please state square ft. coverage - please state % solids content - Swish Polylock Ultra 8021-4 or equivalent	14							
76	FLOOR FINISH - WATER BASED - 20L - one part water dispersed acrylic/polyurethane - dries quickly - please state square ft. coverage - Front Court Finish AK0613 or equivalent	24							
77	FLOOR SEALER - 9.46L - please state square ft. coverage per litre - Firstbase or equivalent	44							
78	FLOOR SEALER - STONE AND TILE - 20 L - forms a protective barrier between tile and foot traffic - stain and black heel mark resistant - please state square ft. coverage per litre - Swish Clean-it 8023-20 or equivalent	250							
79	FLOOR SEALER - STONE AND TILE - 4 L - forms a protective barrier between tile and foot traffic - stain and black heel mark resistant - please state square ft. coverage per litre - Swish Clean-it Stone and Tile 8023-4 or equivalent	15							
80	FLOOR STRIPPER - 18.9L - high concentration - low odour, fast acting - for use on all types of floor finish - please state dilution ratio - Swish Full Press 9814-20 or equivalent	4							

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET C
CHEMICALS AND CLEANING**

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81	FLOOR STRIPPER - 20L - for burnished finishes - fast acting - please state dilution ratio - Airkem Blast AK5299 or equivalent	159							
82	FLOOR STRIPPER - 4L - for burnished finishes - fast acting - please state dilution ratio - Airkem Blast AK5298 or equivalent	26							
83	FLOOR STRIPPER - AEROSOL - 600G - removes built up soil, grease, and grime	127							
84	DOODLEBUG HOLDER - SWIVEL - NO HANDLE - threaded attachment - unique grippers to hold pad in place - Swish 9100 or equivalent	36							
85	DOODLEBUG PAD - BLACK - coarse - 5 per box - Swish 9102, 3M or equivalent	353							
86	DOODLEBUG PAD - BLUE - coarse - 5 per box - Swish 9103 or equivalent	206							
87	BURNISHING PAD - AQUA - 20" - Marino 10055 or equivalent	51							
88	FLOOR PAD - BUFFING - RED - 13" - 3M 3970-13-R or equivalent	50							
89	FLOOR PAD - BUFFING - RED - 15" - 3M 3970-15-R or equivalent	182							
90	FLOOR PAD - BUFFING - RED - 15" - 3M 3970-15-R or equivalent	22							
91	FLOOR PAD - BUFFING - RED - 17" - 3M 3970-17-R or equivalent	51							
92	FLOOR PAD - BUFFING - RED - 19" - 3M 3970-19-R or equivalent	76							
93	FLOOR PAD - BUFFING - RED - 20" - 3M 3970-20-R or equivalent	299							
94	FLOOR PAD - SCRUBBING - BLUE - 13" - 3M 3970-13-BL or equivalent	50							

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET C
CHEMICALS AND CLEANING**

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95	FLOOR PAD - SCRUBBING - BLUE - 14" - 3M 3970-14-BL or equivalent	53							
96	FLOOR PAD - SCRUBBING - BLUE - 15" - 3M 3970-15-BL or equivalent	5							
97	FLOOR PAD - SCRUBBING - BLUE - 17" - 3M 3970-17-BL or equivalent	19							
98	FLOOR PAD - SCRUBBING - BLUE - 19" - 3M 3970-19-BL or equivalent	37							
99	FLOOR PAD - SCRUBBING - BLUE - 20" - 3M 3970-20-BL or equivalent	78							
100	FLOOR PAD - STRIPPING - HIGH PRODUCTIVITY - BLACK 16" - 3M 3965-16 or equivalent	236							
101	FLOOR PAD - STRIPPING - BLACK - 15" - 3M 3965-15-B or equivalent	26							
102	FLOOR PAD - STRIPPING - BLACK - 17" - 3M 3965-15-B or equivalent	446							
103	FLOOR PAD - STRIPPING - BLACK - 19" - 3M 3965-15-B or equivalent	50							
104	FLOOR PAD - STRIPPING - BLACK - 20" - 3M 3965-15-B or equivalent	250							
105	FLOOR PADS - BURNISHING - 20" - natural blend, horse hair - thin line - Fuller, Empro, Microtron, or equivalent	74							
106	FLOOR PADS - BURNISHING - 20" - removes black marks and leaves a shine - 3M 25858 or equivalent	50							
107	FLOOR PADS - SANDING SCREENS - 100 GRIT - 19" - for sanding of wood floors between sealer coats and refinishing wood gymnasium floors - for preparing concrete, coating or recoating - 3M 398100-193M or equivalent	38							
108	FLOOR PADS - SANDING SCREENS - 80 GRIT - 19" - for sanding of wood floors between sealer coats and refinishing wood gymnasium floors - for preparing concrete, coating or recoating - 3M 398580-193M or equivalent	34							
BROOMS/BRUSHES/MOPS									

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109	BROOM - ALL PURPOSE - HEAD - 18" - black tampico fill with wood block - indoor and outdoor use - fine and medium sweeping - Swish 0518 or equivalent	14							
110	BROOM - ALL PURPOSE - HEAD - 24" - black tampico fill with wood block - indoor and outdoor use - fine and medium sweeping - Swish 0524 or equivalent	15							
111	BROOM - BRACE - LONG - metal construction for reinforcement - reduces handle breakage - can be connected quickly and easily - for use with any size push broom from 24" to 36" - for handle and head support - Swish 0152, Marino 351 or equivalent	6							
112	BROOM - CORN - HEAVY DUTY - c/w three rows of wire binding - c/w cane centre - indoor and outdoor use - Swish 0110, Marino CB110 or equivalent	31							
113	BROOM - HANDLE - WOODEN - 54" - threaded - Swish 0354 or equivalent	54							
114	BROOM - HANDLE - WOODEN - 60" - metal threaded - Swish 0061 or equivalent	77							
115	BROOM - PUSH - 18" - heavy duty, durable - wet or dry application - wood block - for fine to medium sweeping - Marino BR 224G18 or equivalent	37							
116	BROOM - PUSH - 24" - heavy duty, durable - wet or dry application - wood block - for fine to medium sweeping - Marino BR 224G24 or equivalent								

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**THAMES VALLEY DISTRICT SCHOOL BOARD
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117	BROOM - SWITCH - stiff brown fibre - for indoor and outdoor entrance cleaning - handle included - Marino CB 111 or equivalent	2							
118	BROOM - UPRIGHT - ANGLE - cut and shaped for easy sweeping hard to reach areas - complete with aluminum handle, 48" - constructed of durable flagged PVC fibre - Rubbermaid 6385 or equivalent	77							
119	BRUSH - CORNER - scrubs hard to reach areas such as corners - Swish 30055 or equivalent	4							
120	BRUSH - COUNTER - 7" wood block - Tampico fiber - Marino AB206T or equivalent	60							
121	BRUSH - HAND SCRUB - PLASTIC - 6" - plastic block with molded handle - c/w plastic fibre fill - Marino AB 229RP or equivalent	83							
122	BRUSH - HAND SCRUB - WOOD - 9" - pointed hardwood block - c/w polypropylene fibers - Marino AB 229P or equivalent	52							
123	MOP - DUST - SNAP-ON - HANDLE ONLY - 60" - M258H or equivalent								
124	MOP - HANDLE - FIBERGLASS - 60" x 1" diameter handle, overall 63" - made of reinforced high impact plastic - accomodates narrow and wide band heads - hands free lever - Marino Snap N Go MH7000F or equivalent	77							
125	MOP - HEAD - 16 OZ - standard wet mop, wide tape - superblend, synthetic - Marino or equivalent	245							
126	MOP - HEAD - 20 OZ - standard wet mop, wide tape - superblend, synthetic - Marino or equivalent	476							

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET C
CHEMICALS AND CLEANING**

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127	MOP - HEAD - 24 OZ - standard wet mop, wide tape - superblend, synthetic - Marino or equivalent	827							
128	MOP - HEAD - DUST - COTTON TIE ON - 18"X5" - 4 ply cotton yarn tie on style - fits standard frame - Swish 518C or equivalent								
129	MOP - HEAD - DUST - COTTON TIE ON - 24"X5" - 4 ply cotton yarn tie on style - fits standard frame - Swish 524C or equivalent	187							
130	MOP - HEAD - DUST - COTTON TIE ON - 48"X5" - 4 ply cotton yarn tie on style - fits standard frame - Swish 548C or equivalent	105							
131	MOP - HEAD - DUST - COTTON TIE ON - 60"X5" - 4 ply cotton yarn tie on style - fits standard frame - Swish 560C or equivalent	19							
132	MOP - HEAD - DUST - HI STAT - BLUE - 18"X5" - electrostatic properties attract and hold dust - withstands heavy and repeated use - for use with collapsible frame - Swish 518N-B or equivalent	132							
133	MOP - HEAD - DUST - HI STAT - BLUE - 24"X5" - electrostatic properties attract and hold dust - withstands heavy and repeated use - for use with collapsible frame - Swish 524N-B or equivalent	332							
134	MOP - HEAD - DUST - HI STAT - BLUE - 48"X5" - electrostatic properties attract and hold dust - withstands heavy and repeated use - for use with collapsible frame - Swish 548N-B or equivalent	156							
135	MOP - HEAD - DUST - HI STAT - BLUE - 60"X5" - electrostatic properties attract and hold dust - withstands heavy and repeated use - for use with collapsible frame - Swish 560N-B or equivalent								

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136	MOP - HEAD - LOOP END FLOOR FINISH - 16 OZ - heavy duty poly coated - allows quick release of floor finish - high absorbancy - tightly twisted yarn increases durability - Marino MP LMCSM or equivalent								
137	MOP - HEAD - LOOP END FLOOR FINISH - 20 OZ - heavy duty poly coated - allows quick release of floor finish - high absorbancy - tightly twisted yarn increases durability - Marino MP LMCSL or equivalent	85							
138	MOP - HEAD - LOOP END FLOOR FINISH - 24OZ - heavy duty poly coated - allows quick release of floor finish - high absorbancy - tightly twisted yarn increases durability - Marino MP LMCSXL or equivalent	67							
139	MOP - HEAVY DUTY SNAP ON FRAME - 18"X5" - corrosion resistant, durable - 360 degree swivel - heavy duty metal frame - for use with tie on dust mop - Rubbermaid M252H or equivalent	32							
140	MOP - HEAVY DUTY SNAP ON FRAME - 24"X5" - corrosion resistant, durable - 360 degree swivel - heavy duty metal frame - for use with tie on dust mop - Rubbermaid M253H or equivalent	54							
141	MOP - HEAVY DUTY SNAP ON FRAME - 48"X5" - corrosion resistant, durable - 360 degree swivel - heavy duty metal frame - for use with tie on dust mop - Rubbermaid M257H or equivalent	26							
142	MOP - MICROFIBRE - DRY - 24" - for use on wood floors only - 3M, Duotex or equivalent								

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THAMES VALLEY DISTRICT SCHOOL BOARD
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 CHEMICALS AND CLEANING

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
143	MOP - MICROFIBRE - DRY - 36" - for use on wood floors only - 3M, Duotex or equivalent								
144	MOP - MICROFIBRE - DRY - 48" - for use on wood floors only - 3M, Duotex or equivalent								
145	DUST MOP TREATMENT - LIQUID - to magnetize dust to mops, cloths, and dusters - not for use on high static material - Swish 1002 or equivalent	296							
146	FLOOR TREATMENT - WOOD - DUST MOP - 4L - Huntolene - Swish AK7024 or equivalent	7							
WASHROOM CARE									
147	CLEANER - BOWL - ACID - 1L - for hard water marks - Swish 4802 or equivalent	222							
148	CLEANER - BOWL - NON ACID - 946ML - deodorizer and fungicide all in one - 946 ml/ 12 jugs per case - Swish 4810 or equivalent	4							
149	CLEANER - BOWL & URINAL - 1L - environmentally responsible - cleans without the use of hydrochloric acid - 909 ml/ 6 jugs per case - Enviro Solutions ES550-1 or equivalent	68							
150	FEMININE - NAPKIN/TAMPON VENDOR - comes with 25 cent coin mechanism - white epoxy, surface mount - holds 15 napkins, 22 tampons - two keyed tumbler locks - removeable coin box with tumbler lock - Frost 608-1 or equivalent	1							
151	FEMININE - SANITARY NAPKIN - DISPOSAL - surface mounted, stainless steel - sloped top, hinged bottom for easy waste removal - pivoting self closing lid - approx. 8" x 4 1/2" x 13 1/4" - mounting holes and screws provided - Frost #622 or equivalent	2							

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152	FEMININE - SANITARY NAPKINS - BAGS - approx. 6" W x 4"D x 12"H - wax treated paper - packages of 500 - Wood Wyant 109218, Marino H260 or equivalent	30							
153	FEMININE - SANITARY NAPKINS - 250/case - c/w moisture guard - belt less with adhesive strap - individually boxed or packaged - to fit Frost 608-1-25 dispenser - Maxithin, Stayfree #4, Marino MT4 or equivalent	34							
154	FEMININE - TAMPONS - 200 per case - to fit Frost 608-1-25 dispenser - Tampax 5088N, Marino T200C or equivalent	15							
155	LIME REMOVER & DESCALER - 4L - non-corrosive - for deliming and descaling washrooms - phosphate and bleach free - no harsh fumes - please state dilution rate - Swish BRAWN-4 or equivalent	82							
156	PAPER TOWEL - HANDSFREE DISPENSER - controlled roll - single hinged door - stub roll feature - dispenser size: 11 11/16 W x 16 11/16 H x 9 7/16 D - case size: 16 3/4 W x 12 1/4 H x 9 9/16 D - cost is to include installation of new unit as stated in section 13.1.5 - Baywest 86500 OptiServ	500							
157	PAPER TOWEL - UNIVERSAL DISPENSER - white epoxy finish - dispenses most consumable paper products - combination roll or singlefold - lockable - Swish 5050L or equivalent	19							

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158	PLUNGER C/W WOODEN HANDLE - heavy duty - rubber cup to provide snug fit to all types of sinks, drains, and toilets - Marino PL2025 or equivalent	32							
159	SANITIZER - HAND - INSTANT - 8OZ C/W PUMP - alcohol free - Soapopular or equivalent	23							
160	SOAP - FOAM - BULK - for use in foam dispenser	500							
161	SOAP - FOAM - CARTRIDGE - 1L - for use in foam dispenser - Deb Naturelle EcoFoam or equivalent	1000							
162	SOAP - FOAM - DISPENSER - cost is to include removal of old dispenser and installation of new dispenser. Please refer to term 13.1.4	5000							
163	SOAP - CARTRIDGE DISPENSER - 1L - Deb Hypor or equivalent	20							
164	SOAP - PINK LOTION HAND - 4L JUG - pleasant fragrance with added conditioners - high quality hand soap - Swish Clean-It 8027-4 or equivalent	2397							
165	SOAP - REFILL CARTRIDGE - Sceptre hand soap - 1L/ 12 per case - Swish 042 or equivalent	105							
166	SOAP DISPENSER - BULK - 900 ML - refillable container - double case design for most cartridge systems - bulk loading of soap or patented cartridge loading - heavy duty ABS plastic - universal key for lid opening - Marino SD400 or equivalent	163							
167	SWAB - BOWL - ACRYLIC - plastic handle - c/w squeeze cup - Marino MI 210 or equivalent	275							

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168	TOILET TISSUE - DOUBLE ROLL CHROME DISPENSER - chrome plated holder - for standard size rolls - concealed hinge at end with tension spring - Swish 5062 or equivalent	29							
169	TOILET TISSUE - SINGLE ROLL CHROME DISPENSER - chrome plated holder for standard size rolls - concealed hinge at end with tension spring - Swish 5061 or equivalent	40							
GENERAL CLEANING									
170	BASEBOARD STRIPPER - non aerosol	5							
171	CLEANER - GLASS - 9.46L - leaves no film or streaks - cleans glass, mirrors, countertops, stove tops, walls - ready to use or can be diluted - please state dilution rate - for use in dispensing system - Quick Fill 520E or equivalent	94							
172	CLEANER - NETURAL - PAIL OF 90 - please state dilution rate Swish SUREPAK or equivalent	40							
173	CLEANER - NEUTRAL - 9.46L - please state dilution rate - for use in dispensing system - Quick Fill 310 or equivalent	87							
174	CLEANER - SPRAY AND WIPE - 1L - removes graffiti, ink, crayons, and grease - wipes clean on most surfaces - please state dilution rate - Swish Powerhouse 4071-1 or equivalent	1026							
175	CLEANSER - LOTION - contains no abrasives - for sinks, bathrubs, etc - clings to all surfaces - gentle and safe - 32 OZ/ 6 jugs per case - Swish Kling 4835 or equivalent	1027							

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176	DEGREASER - 9.46L - heavy duty - please state dilution rate - Quikfill 595 or equivalent	290							
177	DEGREASER - ALKALINE - 20L PAIL - alkaline cleaner concentrate - provides rapid, complete oil and dirt breakdown - cleans rubber, plastic, concrete, metal surfaces - cold water degreasing - please state dilution rate - Facto 5841-20 or equivalent	17							
178	DISINFECTANT - 9.46L - please state dilution rate - for use in dispensing system - Quikfil 930 Omega or equivalent	157							
179	FURNITURE POLISH - 4L - liquid, suitable for wood, vinyl and arborite surfaces - contains no oil - non-aerosol - Powershine 9061-4 or equivalent	15							
180	LIQUID SPILL ABSORBENT - 16 OZ - absorbs, congeals and deodorizes liquid spills and bodily fluids for pickup - D'Vour 34870 or equivalent	213							
181	CHEMICAL DISPENSER - Please see term 4.1.1	450							
CLEANING CLOTHS									
182	CLEANING CLOTHS - MICROFIBRE - BLUE - 16" x 16" - removes residue - 10 per case - NaceCare 8020041 or equivalent	773							
183	CLEANING CLOTHS - MICROFIBRE - GREEN - 16" x 16" - removes residue - 10 per case - NaceCare 8020043 or equivalent	712							

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THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET C
CHEMICALS AND CLEANING

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
184	CLEANING CLOTHS - MICROFIBRE - RED - 16" x 16" - removes residue - 10 per case - NaceCare 8020042 or equivalent	50							
185	TOWEL - TERRY - WIPERS - 10 LB BOX - 100% cotton - stitched or hemmed sides	339							
SAFETY SUPPLIES & GLOVES									
186	APRON - YELLOW - 36" X 48" - c/w stomach patch - withstand temperatures of 180 degrees - chemical resistant - PVC coated - APVC14Y3545 or equivalent	1							
187	SAFETY GLASSES C/W SIDE SHIELDS - lightweight - hard coated impact resistant polycarbonate lens - wrap around side shield - Swish SEP1051CBKSQ or equivalent	33							
188	SAFETY GOGGLES - c/w indirect ventilation - lightweight, flexible frame - adjustable straps - Swish SEPG211TQ or equivalent	42							
189	DISPOSABLE NITRILE GLOVES - EXTRA LARGE - 100% nitrile - no fillers - protects against cuts, nicks, oil, grease, and solvents - powder free - 100 per box - Swish 92-600XL or equivalent	181							
190	DISPOSABLE NITRILE GLOVES - LARGE - 100% nitrile - no fillers - protects against cuts, nicks, oil, grease, and solvents - powder free - 100/box - Swish 92-600L or equivalent	231							

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET C
CHEMICALS AND CLEANING**

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
191	DISPOSABLE NITRILE GLOVES - MEDIUM - 100% nitrile - no fillers - protects against cuts, nicks, oil, grease, and solvents - 100/box - powder free - Swish 92-600M or equivalent	167							
192	DISPOSABLE NITRILE GLOVES - SMALL - 100% nitrile - no fillers - protects against cuts, nicks, oil, grease, and solvents - powder free - 100/box - Swish 92-600S or equivalent	19							
193	DISPOSABLE VINYL GLOVES - EXTRA LARGE - 100/box - Swish T525XL or equivalent	84							
194	DISPOSABLE VINYL GLOVES - LARGE - 100/box - Swish T525L or equivalent	96							
195	DISPOSABLE VINYL GLOVES - MEDIUM - 100/box - Swish T525M or equivalent	215							
196	DISPOSABLE VINYL GLOVES - SMALL - 100/box - Swish T525S or equivalent	36							
197	GLOVES - NITRILE FLOCK LINED - LARGE - tough and flexible - resists fuel, lubricants, acids, solvents, etc - priced per pair - Swish 730-L or equivalent	276							
198	GLOVES - NITRILE FLOCK LINED - MEDIUM - tough and flexible - resists fuel, lubricants, acids, solvents, etc - priced per pair - Swish 730-M or equivalent	159							
199	GLOVES - NITRILE FLOCK LINED - SMALL - tough and flexible - resists fuel, lubricants, acids, solvents, etc - priced per pair - Swish 730-S or equivalent	28							

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THAMES VALLEY DISTRICT SCHOOL BOARD
 SPECIFICATIONS - WORKSHEET C
 CHEMICALS AND CLEANING

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
200	GLOVES - NITRILE FLOCK LINED - XLARGE - tough and flexible - resists fuel, lubricants, acids, solvents, etc - priced per pair - Swish 730-XL or equivalent	195							
201	GLOVES - RUBBER - EXTRA LARGE - textured grip, flock lined - ideal for general industry work - priced per pair - Swish 9070XL or equivalent	250							
202	GLOVES - RUBBER - LARGE - textured grip, flock lined - ideal for general industry work - priced per pair - Swish 9070L or equivalent	306							
203	GLOVES - RUBBER - MEDIUM - textured grip, flock lined - ideal for general industry work - priced per pair - Swish 9070M or equivalent	201							
204	GLOVES - RUBBER - SMALL - textured grip, flock lined - ideal for general industry work - priced per pair - Swish 9070S or equivalent	21							

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THAMES VALLEY DISTRICT SCHOOL BOARD
 SPECIFICATIONS - WORKSHEET D
 GARBAGE BAGS

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
205	22" x 24" Regular - Dark Green or Black Plastic - STATE QUANTITY PER CASE: - PROVIDE THICKNESS IN MILLIMETERS: - STATE IF BOTTOM IS SEALED: - STATE IF LINEAR LOW DENSITY: - STATE IF HIGH DENSITY: - STATE IF VIRGIN RESINS: - STATE IF PULL & TEAR OFF: Ralston 2754 or equivalent	562							
206	30"x 38" Strong - Dark Green or Black Plastic - STATE QUANTITY PER CASE: - PROVIDE THICKNESS IN MILLIMETERS: - STATE IF BOTTOM IS SEALED: - STATE IF LINEAR LOW DENSITY: - STATE IF HIGH DENSITY: - STATE IF VIRGIN RESINS: - STATE IF PULL & TEAR OFF: Ralston 2773 or equivalent	2765							
207	35" x 50" Strong - Dark Green or Black Plastic - STATE QUANTITY PER CASE: - PROVIDE THICKNESS IN MILLIMETERS: - STATE IF BOTTOM IS SEALED: - STATE IF LINEAR LOW DENSITY: - STATE IF HIGH DENSITY: - STATE IF VIRGIN RESINS: - STATE IF PULL & TEAR OFF: Ralston 2775 or equivalent	1315							
208	42" x 48" Strong - Dark Green or Black Plastic - STATE QUANTITY PER CASE: - PROVIDE THICKNESS IN MILLIMETERS: - STATE IF BOTTOM IS SEALED: - STATE IF LINEAR LOW DENSITY: - STATE IF HIGH DENSITY: - STATE IF VIRGIN RESINS: - STATE IF PULL & TEAR OFF: Ralston 2577 or equivalent	120							

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET D
GARBAGE BAGS**

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
209	30" x 38" Strong - Clear - STATE QUANTITY PER CASE: - PROVIDE THICKNESS IN MILLIMETERS: - STATE IF BOTTOM IS SEALED: - STATE IF LINEAR LOW DENSITY: - STATE IF HIGH DENSITY: - STATE IF VIRGIN RESINS: - STATE IF PULL & TEAR OFF: Ralston 2973 or equivalent	161							
210	35" x 50" Strong - Clear - Industrial grade poly vinyl or polyethylene plastic - For recycling only - STATE QUANTITY PER CASE: - PROVIDE THICKNESS IN MILLIMETERS: - STATE IF BOTTOM IS SEALED: - STATE IF LINEAR LOW DENSITY: - STATE IF HIGH DENSITY: - STATE IF VIRGIN RESINS: - STATE IF PULL & TEAR OFF: Ralston 2975 or equivalent	230							
211	42" x 48" Strong - Clear - STATE QUANTITY PER CASE: - PROVIDE THICKNESS IN MILLIMETERS: - STATE IF BOTTOM IS SEALED: - STATE IF LINEAR LOW DENSITY: - STATE IF HIGH DENSITY: - STATE IF VIRGIN RESINS: - STATE IF PULL & TEAR OFF: Ralston 2977 or equivalent	64							

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THAMES VALLEY DISTRICT SCHOOL BOARD
 SPECIFICATIONS - WORKSHEET E
 PAPER PRODUCTS

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL	UNIT PRICE	VENDOR PROPOSED SPECIFICATION GREEN	MAKE AND MODEL GREEN	UNIT PRICE GREEN	COMMENTS
	Worksheet D: Paper, lists two types of paper, Original and Environmentally Friendly. Please note that the TVDSB will only be selecting one of each type and will not be ordering both.								
212	<i>Paper Towel, Kraft Singlefold</i> - Towel Size: 9 3/4" x 10 1/4" - 100% recycled - Unbleached Bay West Wausau Paper BA470	3062							
213	<i>Paper Towel, Kraft Roll</i> - Roll Size: 8" x 205' - 100% recycled - Unbleached Bay West Wausau Paper BA468	1491							
214	<i>Paper Towel, Kraft Roll</i> - Roll Size: 8" x 425' - 100% recycled - Unbleached Bay West Wausau Paper BA460	207							
215	<i>Paper Towel for Dispenser, Kraft Roll</i> - Roll Size: 8" x 800' - 100% Recycled - Unbleached Bay West Wausau Paper BA313	376							
216	<i>Toilet Tissue, Rolled, 1 Ply</i> - Sheet Size: 4.2" x 3.75" - 100% recycled - Unbleached Bay West Wausau Paper BA148	1819							
217	<i>Toilet Tissue, Rolled, Jumbo, 2 Ply</i> - Sheet Size: 3.7" x 1000' - 100% recycled - Unbleached Bay West Wausau Paper BA1002	653							

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET F
LAMPS AND TUBES**

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL FOR EACH ITEM	LIFE TIME (IN HOURS)	UNIT PRICE	COMMENTS
218	LAMP FLUORESCENT 48" T8 WARM WHITE 30/CA - 99544 OR EQUIVALENT	2					
219	LAMP MEDIUM BASE 100 WATT 130V - 99544 OR EQUIVALENT	236					
220	LAMP FLOOD REFLECTOR MED.BASE 120 WATT - 99544 OR EQUIVALENT	8					
221	LAMP MEDIUM BASE 150 WATT 130V - 5000 HR - 99544 OR EQUIVALENT	296					
222	LAMP MEDIUM BASE (LONG NECK) 150W, 130V - 99544 OR EQUIVALENT	164					
223	LAMP MEDIUM BASE 15 WATT 130V - 99544 OR EQUIVALENT	106					
224	LAMP CANDLEABRA BASE T6 15 WATT 145V - 99544 OR EQUIVALENT	154					
225	LAMP INTERMEDIATE BASE 25 WATT 145V - 99544 OR EQUIVALENT	30					
226	LAMP MEDIUM BASE 300 WATT 130V - 300M/IF OR EQUIVALENT	53					
227	LAMP MEDIUM BASE 60 WATT 130V - 60A/IF OR EQUIVALENT	267					
228	LAMP FLOOD REFLECTOR MED.BASE 75 WATT 130V - 65BR30FL OR EQUIVALENT	96					
229	LAMP FLOOD HALOGEN MED.BASE 75 WATT 130V - 75PAR38/FL OR EQUIVALENT	32					
230	LAMP FLOOD HALOGEN MED.BASE 90 WATT 130V - 90PARCAP/FL OR EQUIVALENT	15					
231	LAMP FLUORESCENT COMPACT SCREW-IN 20 WATT - CF20EL/TWIST OR EQUIVALENT	26					
232	LAMP FLUORESCENT COMPACT 4 PIN 26 WATT C - CF26DDE/827 OR EQUIVALENT	70					
233	LAMP FLUORESCENT COMPACT 4 PIN 26 WATT W - CF26DDE/841 OR EQUIVALENT	22					
234	LAMP FLUORESCENT 24" 20 WATT 30/CASE - F20CW OR EQUIVALENT	94					
235	LAMP FLUORESCENT 48" 40 WATT 30/CASE - F34CW/SS OR EQUIVALENT	1056					
236	LAMP FLUORESCENT 36" 30 WATT 30/CASE - F36CW OR EQUIVALENT	90					

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**THAMES VALLEY DISTRICT SCHOOL BOARD
SPECIFICATIONS - WORKSHEET F
LAMPS AND TUBES**

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL FOR EACH ITEM	LIFE TIME (IN HOURS)	UNIT PRICE	COMMENTS
237	LAMP FLUORESCENT 48" HI OUTPUT 30/CASE - F48CW OR EQUIVALENT	240					
238	LAMP MOGUL BASE METAL HALIDE 175 WATT - M175/U OR EQUIVALENT	10					
239	LAMP MOGUL BASE METAL HALIDE 250 WATT - M25/U OR EQUIVALENT	3					
240	LAMP MOGUL BASE METAL HALIDE 400 WATT - M400/U OR EQUIVALENT	72					
241	LAMP MOGUL BASE METAL HALIDE COATED 100W - MP100/C/U/MED OR EQUIVALENT	17					
242	LAMP FLUORESCENT CAPSULE EFT28E28 28W - PAN/EFT28/E28 OR EQUIVALENT	14					
243	LAMP FLUORESCENT BIAXIAL 13 WATT - PL13/BULB OR EQUIVALENT	140					
244	LAMP FLUORESCENT BIAXIAL 7 WATT - PL7/BULB OR EQUIVALENT	116					
245	LAMP FLUORESCENT BIAXIAL 9 WATT - PL9/BULB OR EQUIVALENT	45					
246	LAMP FLUORESCENT COMPAC 2 PIN 26 WATT WW - PLC26/827 OR EQUIVALENT	54					
247	LAMP FLUORESCENT 48" T8 WARM WHITE - T8/FO32/730 OR EQUIVALENT	270					
248	LAMP FLUORESCENT 48" T8 COOL WHITE - T8/FO32/741 OR EQUIVALENT	7196					

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THAMES VALLEY DISTRICT SCHOOL BOARD
 SPECIFICATIONS - WORKSHEET G
 SALT

ITEM #	PRODUCT SPECIFICATIONS	QTY	VENDOR PROPOSED SPECIFICATION	MAKE AND MODEL FOR EACH ITEM	UNIT PRICE	COMMENTS
249	<i>Salt - Ice Melter</i> - 20kg Bag - Instant traction, fast acting - Safety Data Sheet Must Accompany Bid Arctic Blast or equivalent	1368				
250	<i>Salt - Rock</i> - 20kg Bag - Eliminates snow and ice quickly - Safety Data Sheet Must Accompany Bid Safe-T-Salt or equivalent	6366				
251	<i>Salt - Water Softener</i> - 20kg Bag - Diamond crystals with resin guard - Safety Data Sheet Must Accompany Bid Kissner 142917 or equivalent	478				

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