

Wigwamen Incorporated
 25 Imperial Street, Suite 310
 Toronto, Ontario M5P 1B9
 (416) 481-4451

Short Form Contract

THIS IS A SAMPLE VERSION OF THE SHORT FORM CONTRACT. INTERESTED BIDDERS MUST CONTACT WIGWAMEN INCORPORATED TO RECEIVE A COMPLETE TENDER PACKAGE.

Renovation Maintenance

Tender

Location: -----	Unit: -----
Designated Wigwamen Representative: Ron Timoon	Telephone: (416) 481-4451 Fax: (416) 481-5002

Contractor

Name and Address: -----	Telephone: -----	Fax: -----
Tenders Must Be Received By: Time: NOON PM Date: -----	Contractor Representative: -----	

1. Bidders shall acquaint themselves with all existing site conditions that in any way affect the contract.
2. Two signed copies of quotation with all applicable spaces filled in, shall be returned to Wigwamen in a sealed envelope.
3. Inclusion of a conditional clause or letter will disqualify tender except for Maintenance Service Contracts (see Appendix "A" attached.)
4. Lowest on any tender will not necessarily be accepted.

General Description of Work or Service

See attached specification

Completion Date: -----

Insurance Coverage - Property/Liability

Company Policy:	Type:
Policy #:	Expiry Date:
Amount:	Documentation Enclosed: <input type="checkbox"/>

Worker's Compensation Board

1. To provide Wigwamen Incorporated a copy of Certificate of Clearance Section 11(3)(R.S.O. 1990) of the Workers' Compensation Certificate #: _____ Effective Date: _____ Payments: _____

The Contractor agrees to supply all labour, material, plant and/or equipment for, and execute all work described above and in accordance with any attached plans and specifications referred to herein on the covenants, agreements and for Maintenance Service Contracts (Appendix "A"), and on the following pages, within the time specified. Price is to include all taxes, permits and fees.

Specifications	Attached:	Yes	X	No	Date:
Drawings:	Attached:	Yes		No	Date:

Details of Price:

Terms of Payment: Payment upon receipt of invoice and confirmation work performed satisfactory.

I/We agree and consent that Wigwamen Incorporated may make credit inquiries to the following institutions at any time in connection with my/our financial status or otherwise.

Company: _____	Contact _____	Tel _____
Company: _____	Contact _____	Tel _____
Company: _____	Contact _____	Tel _____

Contractor Signature: _____
 Date: _____ Total Contract Price: _____

Acceptance

This Tender is accepted on behalf of Wigwamen Incorporated on this _____ day of _____.

Signature: _____ Title: _____