

16 January 2014

Dear Sir/Madam,

Environment Canada has a requirement for the above services. If you are interested, please send in your proposal to participate in open competition for the project entitled **“Local Courier Service for Edmonton, AB”** in accordance with the attached Request for Proposal (RFP) for this project.

Proposals will be evaluated in terms of Best Value further defined in the Evaluation Criteria attached as Appendix “A” .

The Crown reserves the right not to accept any proposals received

Proposals must be received no later than 12:00 PM (MST) on 31 January 2014. Proposals received after that date and time will be deemed unresponsive, and returned.

All enquiries and other communications with government officials throughout the bid solicitation and evaluation period are to be directed in writing to the Contracting Authority only. Non-compliance with this condition may be sufficient reason for bid disqualification.

If you are interested in undertaking this project, please submit your proposal to:

Helga Saunders  
Contracting and Procurement Officer  
Environment Canada  
2nd Floor, Twin Atria Building  
200, 4999-98 Avenue NW  
Edmonton, Alberta T6B 2X3  
Fax: 780-495-5097  
Email: [helga.saunders@ec.gc.ca](mailto:helga.saunders@ec.gc.ca)