

REQUEST FOR PROPOSALS FOR:

**RESCUE AGENCY FOR ABANDONED and STRAY COMPANION ANIMALS
2020 TO 2023**

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

1. To:

Manager of Protective Services
396 Main Street
P.O. Box 9
Lawrencetown, NS
B0S 1M0

2. From:

3. Proposal Submitter Declares:

- .1 That this Proposal is submitted without collusion or fraud.
- .2 That the Scope of Services for the Contract is understood.
- .3 That all service conditions are understood.
- .4 That all of the above were taken into consideration in preparation of this Proposal.

4. Proposal Submitter Agrees:

- .1 That this Proposal is valid for acceptance for sixty (60) days from the time of the Proposal Submission Closing date.
- .3 To supply specified insurance certificates, a letter confirming a current status of Good Standing with the SPCA, and supporting policies, procedures and agreements, within seven (7) days of the notice of the award of the Contract.

FORM OF PROPOSALS

5. Schedule of Quantities and Prices:

ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE 2020-2021	UNIT PRICE 2021-22	UNIT PRICE 2022-23
1	Cats/Kittens	155	x \$ _____	x \$ _____	x \$ _____
2	HST		\$ _____	_____	\$ _____
3	Total		\$ _____	\$ _____	\$ _____

6. Measurement of Quantities:

- .1 Quantities shown above are estimates only.
- .2 All animals picked up shall be identified by the file number from the Animal Control Officer

7. Signature of Signing Officer:

8. Name and Title of Signing Officer:

.1 Name: _____

.2 Title: _____

9. Date: _____

*****End Section 00330*****

REQUEST FOR PROPOSALS FOR:

**RESCUE AGENCY FOR ABANDONED and STRAY COMPANION ANIMALS
2020 TO 2023**

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

1. Submit Proposal to:

Cheryl Mason
Manager of Protective Services
396 Main Street, P.O. Box 9
Lawrencetown, NS B0S 1M0
902-584-3922(t); 902-584-3939(f)

**2. Submit Proposal before:
2:00 pm, September 30, 2019**

3. Insurance:

Selected applicant shall provide proof of Comprehensive Liability Insurance coverage.

4. Right to Accept or Reject Any Proposal:

The Municipality reserves the right to accept or to reject any Proposal and to award Contracts to reflect the best interests of the Municipality.

5. Laws and By-Laws:

Contractor shall comply with all laws, by-laws and regulations, including but not limited to the Animal Protection Act in the Province of Nova Scotia.

6. Contract Scope:

The County of Annapolis seeks proposals from non-profit organizations for the transfer of cats that have been picked up by the Animal Control Officers from the County of Annapolis and Town of Middleton as provided for in the appropriate Bylaws and have not been reclaimed by their owner within 72 hours with the intent to rehome stray and abandoned cats. The successful agency should be able to handle the number of cats/kittens that are picked up based on a five (5) year statistic average per year of 155 animals.

Previous owners of these animals have no claim once they become the property of the County of Annapolis and are legally released into the rescue agency's care and they then become the sole owner.

INFORMATION FOR PROPOSALS

The contract to provide service is for a three (3) year period starting April 1, 2020 and expires March 31, 2023 with option to extend.

7. Organizational Profile:

- Non-profit organization must be registered with Registry of Joint Stocks Nova Scotia or must be a registered charity with Canada Revenue Agency
- Provide authorized contact name(s) and number(s)
- Location of facility and shelter infrastructure(s)
- Process to receive animals from County of Annapolis, including hours of operation
- Financial statements will be required to a minimum standard of requirements of Registry of Joint Stocks
- Provide Policies and/or Bylaws in place for organization including but not limited to: adoption, general care, general operating procedures and veterinarian care
- Any partnerships established that would assist the organization

8. Cancellation of Request for Proposals:

The Owner reserves the right to cancel the proposal process and reject all proposals at any time prior to the award of the Contract without incurring any liability to affected Proponents.

End of Section 00100