

**Date & Time of Print: 25/01/2019 12:18:54 – Time Zone: EST – North America  
Eastern Time  
Buyer Organization: Ontario Cannabis Store**

**Overview**

<b>RFx Code</b>	rfx_9268
<b>Title</b>	Request for Tender for Transportation / Delivery Services
<b>Detailed Description</b>	<p>The purpose of this RFT is to identify qualified transportation / delivery service companies that can meet OCRC's business requirements and aggressive timelines for implementation and represents the overall best value for OCRC, best value as determined at the sole discretion of OCRC. These services are to commence on March 1, 2019 with the contract period ending December 31, 2019 with two (2) optional six (6) month extensions exercisable at the sole discretion of OCRC. Volumes indicated within this RFT are not a guaranteed volume requirement and may change at the sole discretion of the OCRC throughout the term of the contract.</p> <p>To support the wholesale distribution of recreational cannabis to licensed retailers, OCRC is seeking responses from qualified respondents to provide transportation / delivery services, which must be in place by March 1, 2019. There are seven types of services anticipated under this RFT, any one or a combination of any may be utilized under this contract and Respondents may be successful in one or more area:</p> <ul style="list-style-type: none"> <li>• Less Than Load (LTL) transportation services from the Respondents' depot/terminal/cross dock to a licensed retailer</li> <li>• Less Than Load (LTL) transportation services from the OCRC distribution centre to one or more licensed retailer (Business to Business (B2B))</li> <li>• Full Truck Load (FTL) transportation services from the OCRC distribution centre to the Respondence's depot/terminal/cross dock</li> <li>• Full Truck Load (FTL) transportation services from the OCRC distribution centre to one or more licensed retailer (B2B)</li> <li>• Parcel Delivery Services for smaller shipments</li> <li>• Reverse Logistics</li> <li>• Pallet Program</li> </ul>
<b>Status</b>	Running

**RFx Settings**

<b>Online Response Required:</b>	Yes
<b>Allow Suppliers to Respond by Consortium</b>	No
<b>RFx Publication</b>	17/01/2019 16:27:17
<b>Closing</b>	01/02/2019 14:00:00
<b>Time Limit for Expressing Interest</b>	01/02/2019 14:00:00
<b>Awarding Strategy</b>	Best Technical Score

**Additional Information**

Section		Section Description
RFx Information		
Title	Description	Value Assigned by Buyer
OSS Number		
Supplier Expressed Interest Visibility	Give Suppliers the ability to view other Suppliers that have expressed interest	No

**Attachments**

Path	Description	Folder Size
root (0)		
The Directory is empty		

**Envelopes**

<b>Qualification Envelope</b>	Yes
<b>Technical Envelope</b>	Yes
<b>Commercial Envelope</b>	No

**Qualification Envelope**

<b>General Attachments</b>	Not Allowed
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**INTRODUCTION AND EXECUTIVE SUMMARY**

Question	Description
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Invitation to Respondents	This Request for Tender (the "RFT") is an open invitation by the Ontario Cannabis Retail Corporation (the "OCRC") to prospective respondents to submit a tender for the provision of transportation / delivery services to Licensed Retailers for OCRC's Wholesale business, as further described in Appendix A - "RFT Requirements".	
About the OCRC	The OCRC is a Crown corporation, wholly owned by the Province of Ontario and established under the Ontario Cannabis Retail Corporation Act, 2017, S.O. 2017, c. 26. The OCRC is responsible for the lawful sale and distribution of recreational cannabis in Ontario. The OCRC is initiating this RFT to identify transportation / delivery service firms to provide transportation / delivery services as described in this RFT and in compliance with current local, provincial and federal regulatory requirements.	
Summary of RFT Requirements	<p>This RFT will be conducted as a two-stage procurement.</p> <p>Stage 1: As detailed in Appendix B, Stage 1 of the procurement will begin with the evaluation of Mandatory Submission Requirements (Phase I) as described in sections 1.1.4 to 1.1.7 below and pursuant to the rectification process outlined in section 2.2.2 of Appendix B. All submissions which meet all the Mandatory Submission Requirements will proceed to the evaluation of Technical Criteria (Phase II). All tenders which meet the minimum scoring threshold requirements outlined in Section 2.2.1 of Appendix B will be selected to proceed to Stage 2. For greater clarity, any submission which either fails to meet the Mandatory Submission Requirements (Phase I) as described in sections 1.1.4 to 1.1.7 or does not meet the points requirement for Technical Criteria (Phase II) per Appendix B, Section 2.2.1 will not proceed to Stage 2 of the evaluation and therefore not considered for award.</p> <p>Stage 2: The Stage 2 evaluation will only consider those respondents who successfully progress through Stage 1. All respondents who progress to Stage 2 will be treated on equal footing from the perspective of Stage 1 requirements. The Rate Bid Form (Attachment 2) will be evaluated for all eligible respondents and the eligible respondents that best meets the overall value to the organization will be considered for award. The lowest responsive and responsible vendor may or may not be awarded the contract at the sole and absolute discretion of OCRC without liability.</p> <p>Respondents should refer to Appendix A for further details on the RFT Requirements and Appendix B on the Submission/Evaluation Process.</p>	
Mandatory Submission Requirements	A tender shall include all requirements outlined in 1.1.5 to 1.1.7	
Submission Form (Attachment #1)	A Submission Form (Attachment #1) shall be completed and signed by an authorized representative of the respondent with the authority to bind the respondent.	
Rate Bid Form (Attachment #2)	A Rate Bid Form (Attachment #2) shall be completed according to the instructions contained in the form. Other than inserting the information requested in the Rate Bid Form, a respondent may not make any changes to the Rate Bid Form. Any such changes could constitute a Material Deviation as set out within the document. Respondents should submit the Rate Bid Form as a separate file within their tender package.	
Demonstrated Compliance with Mandatory Requirements	<p>Listed within sections 1.1.8 to 1.1.12 below are Mandatory Requirements which successful respondents will be required to comply with. The respondent shall, in each of those sections, indicate "Yes" to affirm their compliance with each Mandatory Requirement listed.</p> <p>In cases where a Respondent has not indicated "Yes" for every Mandatory Requirement listed below, their tender will not be considered for evaluation or award.</p>	
<b>Question</b>	<b>Description</b>	<b>Question Type</b>
Mandatory Requirement 1	Successful Respondents shall have the capability to provided transportation/ delivery services on a Less Than Load (LTL), Full Truck Load (FTL), or Parcel Delivery Services to one of the 5 Regions within this document.	Yes/No Value
Mandatory Requirement 2	Successful Respondents shall have a cross dock facility or access to a cross dock.	Yes/No Value
Mandatory Requirement 3	Successful Respondents shall have the capability to pick up and manage palletized orders in bulk then break them into individual delivery parcels.	Yes/No Value
Mandatory Requirement 4	Successful Respondents shall have all required licenses and certifications to operate transportation/ delivery services which includes Less than Load (LTL), Full Truck Load (FTL), cross-dock, Business to Business delivery (B2B), Parcel Delivery and reverse logistics.	Yes/No Value
Mandatory Requirement 5	Successful Respondents shall have the ability for OCRC to track delivery progress in real-time	Yes/No Value
<b>Question</b>	<b>Description</b>	
Type of Contract	The OCRC intends to enter into a purchase order upon the terms and conditions in Appendix C - "Terms and Conditions" with one (1) or more legal entity(ies) at its sole and absolute discretion of OCRC and based on the requirements of the organization. The term of the assignment is to be for an initial period starting on or about March 1, 2019 and ending December 31, 2019, with two (2) optional extensions in favour of the OCRC at a term of six (6) months each on the same terms and conditions. Respondents should note that the OCRC will also have an option to terminate the purchase order for convenience upon fifteen (15) days prior written notice to the successful respondent.	
RFT Timetable	<p>The RFT timetable is tentative only and may be changed by the OCRC at any time.</p> <p>Deadline for Questions: January 24, 2019 @ 2:00 p.m. Toronto time  Submission Deadline: February 1, 2019 @ 2:00 p.m. Toronto time  Rectification Period: Two (2) Business Days.  Estimated Commencement: March 1, 2019</p> <p>For the purposes of this RFT, "Business Day" means any day between 8:30 a.m. and 4:30 p.m., Monday to Friday inclusive, but excluding statutory and other holidays on which the OCRC has elected to be closed for business.</p>	

Contact and Respondent Details	<p>For the purposes of this procurement process, the Contact is:</p> <p>Name: Martin Bartosek, Procurement Manager Email: martin.bartosek@ocs.ca.</p> <p>Respondents should promptly examine all of the documents comprising the RFT and should:</p> <ol style="list-style-type: none"> <li>report any errors, omissions or ambiguities; and</li> <li>direct questions or seek additional information</li> </ol> <p>in writing via BravoSolution’s Messages tool to the Contact on or before the Deadline for Questions. Respondents are advised to seek clarification from the Contact on any matter it considers to be unclear. The OCRC is not responsible for any misunderstanding on the part of a respondent concerning the RFT.</p> <p>All questions submitted by respondents to the Contact shall be deemed to be received once the message enters the Contact’s BravoSolution’s Messages inbox. No such communications are to be directed to anyone other than the Contact. While the OCRC will make best efforts to answer any respondent questions, it is under no obligation to provide additional information. In the interests of clarity and brevity, the OCRC may also combine similar or related questions.</p>
Tender Structure	Respondents should structure their tenders in accordance with the instructions in Appendix B – “Submission Process”. Where information is requested in Appendix B, any response made in a tender should reference the applicable section numbers of the RFT where that request was made. Only tenders in English will be considered.
Submission	<p>Respondents should reply to all questions included within both the Qualification and Technical envelopes of this RFT. Attachment 1 is provided in section 1.3.1 of the Qualification Envelope. Respondents will download the document, complete it and upload it into section 1.3.2. Attachment 2 is provided in section 1.4.1 of the Qualification Envelope. Respondents will download the document, complete it and upload it into section 1.4.2.</p> <p>Sections 2.2.4 to 2.2.7 of the Technical Envelope require responses in attachment form. For each question, the respondent will upload their response, in document form, directly into the eTender tool. The combined page count of all submission content within the Technical Envelope shall be a maximum of 10 pages in length not including a cover page or index page. Email submission of the tender will not be accepted.</p>
Method of Submission	Tenders shall be submitted electronically via the eTendering Portal on or before the Submission Deadline. Tenders submitted after the Submission Deadline will be rejected. For any eTendering Portal support inquiries at 866-722-7390.
Tender Submission / Evaluation Process	The Submission/Evaluation Process for this RFT is set out in Appendix B – “Submission/Evaluation Process”.
Amending and Withdrawing Tenders	A tender may not be amended after the submission deadline by a respondent except as expressly set out in the terms of the RFT; however, at any time throughout the RFT process, a respondent may withdraw a submitted tender if the respondent no longer wishes to participate in the RFT process. To affect a withdrawal, a notice of withdrawal shall be sent to the Contact and shall be signed by an authorized representative of the respondent. The OCRC is not under any obligation to return withdrawn tenders.

### GENERAL TERMS AND CONDITIONS OF THE RFT PROCESS

Question	Description
Definitions	<p>Business Day: For the purposes of this RFT, “Business Day” means any day between 8:30 a.m. and 4:30 p.m., Monday to Friday inclusive, but excluding statutory and other holidays on which the OCRC has elected to be closed for business.</p> <p>OCRC: Means Ontario Cannabis Retail Corporation</p>
Information in RFT Only an Estimate	The OCRC and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in the RFT or issued by way of addenda. Any quantities shown, or data contained in the RFT or provided by way of addenda are estimates only and are for the sole purpose of indicating to respondents the general size of the work. It is the respondent’s responsibility to avail itself of all the necessary information to prepare a tender in response to the RFT.
No Guarantee of Volume of Work or Exclusivity of Contract	The OCRC does not make any guarantee as to the value or volume of work to be assigned to the successful respondent. The agreement to be executed with the successful respondent will not be an exclusive contract. The OCRC may contract with others for the same or similar requirements to those described in the RFT or may obtain the requirements internally.
Respondents Shall Bear Their Own Costs	The respondent shall bear all costs associated with or incurred in the preparation and presentation of its tender, including, if applicable, costs incurred for interviews or demonstrations. The OCRC will not be liable for any expenses, costs, losses or any direct or indirect damages incurred or suffered by a respondent as a result of participating in, or otherwise in connection with, the RFT.
All New Information to Respondents by Way of Addenda	<p>The RFT may be amended only by an addendum in accordance with this section. If the OCRC, for any reason, determines that it is necessary to provide additional information relating to the RFT, such information will be communicated by addenda. Each addendum forms an integral part of the RFT.</p> <p>Such addenda may contain important information, including significant changes to the RFT. Respondents are responsible for obtaining all addenda issued by the OCRC. In the Submission Form (Attachment #1), respondents should confirm their receipt of all addenda by setting out the number of each addendum in the space provided.</p>
Addenda and Extension of Submission Deadline	If any addendum is issued, the OCRC may at its discretion extend the Submission Deadline for a reasonable amount of time.
Verify, Clarify and Supplement	When evaluating responses, the OCRC may request further information from the respondent in order to verify, clarify or supplement the information provided in the respondent’s tender. The OCRC may revisit and re-evaluate the respondent’s response or ranking on the basis of any such information.
No Incorporation by Reference	The entire content of the respondent’s tender should be submitted in a fixed form. The content of websites or other external documents referred to in the respondent’s tender will not be considered to form part of its tender.
Tender to be retained by the OCRC	The OCRC is not required to return the tender or any accompanying documentation submitted by a respondent.

Debriefing	Unsuccessful respondents may request a debriefing after receipt of a notification of the award of the contract by sending a written request to the Contact within thirty (30) days of notification of award. The intent of the debriefing is to provide feedback regarding the respondent's own tender. Any debriefing provided is not for the purpose of providing an opportunity to challenge the procurement process, nor to discuss in detail tenders submitted by other respondents.
Prohibited Respondent Communications	The respondent shall not engage in any Conflict of Interest communications and should take note of the Conflict of Interest declaration set out in the Submission Form (Attachment #1). For the purposes of this RFT, "Conflict of Interest" shall have the meaning ascribed to it in the Submission Form (Attachment #1).
Respondent Not to Communicate with Media	A respondent shall not at any time directly or indirectly communicate with the media in relation to the RFT or any contract awarded pursuant to the RFT without first obtaining the written permission of the Contact.
Confidential Information of OCRC	All information provided by or obtained from the OCRC in any form in connection with the RFT either before or after the issuance of the RFT:  I. is the sole property of the OCRC and must be treated as confidential; II. must not be used for any purpose other than replying to the RFT and the performance of any subsequent contract; III. must not be disclosed without prior written authorization from the OCRC; and, IV. shall be returned by the respondent to the OCRC immediately upon the request of the OCRC.
Confidentiality and Non-Disclosure Agreement	Each respondent will be required to sign a Confidentiality and Non-Disclosure Agreement prior to commencement of the assignment.
Confidential Information of Respondent	A respondent should identify any information in its tender or any accompanying documentation supplied in confidence for which the respondent would expect confidentiality to be maintained by the OCRC. The confidentiality of such information will be maintained by the OCRC, except (i) as otherwise required by law (including, without limitation the public access provisions of the Freedom of Information and Protection of Privacy Act, as amended from time to time) or by order of a court or tribunal. Respondents are advised that their tenders will, as necessary, be disclosed on a confidential basis, to the OCRC and the OCRC's advisers retained for the purpose of evaluating or participating in the evaluation of their tenders. If a respondent has any questions about the collection and use of confidential information or personal information pursuant to the RFT, questions should be submitted to the Contact.
Inappropriate Conduct and Conflict of Interest	The OCRC may prohibit a respondent from participating in a procurement process based on past performance or based on inappropriate conduct in a prior OCRC procurement process. Inappropriate conduct includes but is not limited to the following: (i) the submission of a response to an OCRC procurement process containing misrepresentations or any other inaccurate, misleading or incomplete information; (ii) the refusal of the respondent to honour its pricing or other commitments made in its response to an OCRC procurement process; and (iii) any other conduct, situation or circumstance, as solely determined by the OCRC, that constitutes inappropriate conduct.  The OCRC may also (i) disqualify a respondent for any conduct, situation or circumstance that constitutes a Conflict of Interest in respect of this RFT process, as solely determined by the OCRC; or (ii) in its sole discretion, waive a potential or actual Conflict of Interest, which waiver may be upon such terms and conditions as the OCRC, in their discretion, may require to satisfy itself that the Conflict of Interest has been appropriately managed, mitigated and minimized.
Disqualification for Misrepresentation	The OCRC may disqualify the respondent if the respondent's response contains misrepresentations or any other inaccurate, misleading or incomplete information.
References and Past Performance	The OCRC's evaluation may include information provided by the respondent's references, if applicable, and may also consider the respondent's past performance on previous contracts with the OCRC or other institutions.
Cancellation	The OCRC may cancel or amend the RFT process without liability at any time.
Litigation	The OCRC may, in its absolute discretion, reject a tender if the respondent, or any officer or director of the respondent, is or has been involved within five (5) years of the issue date of the RFT, either directly or indirectly through another corporation, (i) in a legal action taken by the OCRC, any of its board members, officers or employees in connection with any matters related to the OCRC, or (ii) in a legal action against the OCRC, any of its board members, officers or employees, in connection with any matter related to the OCRC, including without limitation, arising from the OCRC's exercise of its powers, duties or functions.
Governing Law	These terms and conditions are (i) included for greater certainty and are intended to be interpreted broadly and separately (with no particular provision intended to limit the scope of any other provision); and (ii) to be governed by and construed in accordance with the laws of the province of Ontario and the federal laws of Canada applicable therein.

### ATTACHMENT 1 – SUBMISSION FORM

Question	Description	Question Type
Submission Form Template	Respondents must complete and sign the provided Submission Form and attach the completed form to section 1.3.2 below.	
Completed Attachment 1 – Submission Form	The respondent must attach the completed Attachment 1 – Submission Form (attached in section 1.3.1 above) in this section.	Attachment

### ATTACHMENT 2 – RATE BID FORM

Question	Description	Question Type
Rate Bid Form Template	Respondents must complete the provided Rate Bid Form and attach the completed form to section 1.4.2 below.	
Completed Attachment 2 – Rate Bid Form	The respondent must attach the completed Attachment 2 – Rate Bid Form (attached in section 1.4.1 above) in this section.	Attachment

### Attachment 3 – OCS Supplier Code of Business Conduct

Question	Description
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OCS Supplier Code of Business Conduct	Vendors will act in accordance with the attached OCS Supplier Code of Business Conduct.
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#### Attachment 4 – Sample Letter of Credit

Question	Description
Sample Letter of Credit	Provided is Attachment 4 – Sample Letter of Credit as referenced in Section 1.42 of Appendix C – Terms and Conditions within the Technical Envelope.

#### Technical Envelope

General Attachments
Allowed

#### Appendix A – RFT Requirements

Question	Description
RFT Requirements	Attached in this section is a document detailing the requirements of this RFT.

#### Appendix B – Submission / Evaluation Process

Question	Description	
OVERVIEW OF TENDER EVALUATION	<p>All tenders will be evaluated through a comprehensive review and analysis by an evaluation committee. The goal of the evaluation committee will be to select one (1) vendor which, in the opinion of the committee, meets the OCRC's requirements under this RFT and provides the best overall value to the OCRC as determined by the OCRC in their sole and absolute discretion. The lowest priced submission may not necessarily be awarded.</p> <p>As per section 1.1.3 of the Qualification Envelope, evaluation of tenders will be completed in two stages.</p> <p>Stage 1 will consist firstly of an evaluation of Mandatory Submission Requirements (Phase I) and, for only those submissions that meet the requirements of Phase I, an evaluation of Technical Criteria as stipulated in Appendix A (Phase II). Only those tenders that meet the requirements outlined in both Phase I and Phase II will be selected to proceed to Stage 2.</p> <p>Stage 2 will consist of an evaluation of each eligible respondent's Rate Bid Form (Attachment 2). The pricing submission for all respondents who have successfully met the requirements of Stage 1 will be compared and the eligible respondent that provides the greatest overall value to the organization, as determined by OCRC in their sole and absolute discretion, will be considered for award. In order to facilitate the Submission / Evaluation Process, respondents are requested to reference and title their response with each corresponding section number and title of the sections below.</p> <p>Note: In cases where a Respondent has not indicated "Yes" for every Mandatory Requirement listed in sections 1.1.8 to 1.1.12 of the Qualification Envelope, their tender will be deemed to have failed and will not proceed to further phases within this evaluation and therefore not considered for award.</p> <p>An outline of the RFT Evaluation Process is attached to this section for reference.</p>	
STAGE 1 PHASE I – MANDATORY SUBMISSION REQUIREMENTS AND PROCESS	<p>RECTIFICATION</p> <p>Phase I will consist of a review to determine which tenders comply with all of the mandatory submission requirements. Tenders failing to satisfy the mandatory submission requirements in sections 1.1.5 and 1.1.6 of the Qualification Envelope as of the Submission Deadline may be provided an opportunity to rectify any deficiencies. The OCRC is under no obligation to notify a respondent of any deficiencies.</p> <p>For the purposes of the Rate Bid Form (Attachment #2), the review under this Phase I will consist of a review for any Material Deviations, as defined below. "Material Deviations" shall mean the respondent's completion or failure to complete the Rate Bid Form in a manner that impedes, in any material way, the ability of the OCRC to evaluate the tender. If a tender contains a Rate Bid Form that contains a Material Deviation, such tender will be disqualified without further rectification. Rate Bid Forms that require rectification for issues that do not constitute Material Deviations may be subject to the rectification process. Determination of what constitutes a Material Deviation shall be in OCRC's sole and absolute discretion.</p> <p>The Rectification Period will begin to run on the date that the OCRC issues its rectification notice to the respondent and expires at 4:00 p.m. on the last day of the Rectification Period. A rectification notice sent to the respondent by electronic mail or facsimile is deemed to be issued on the day that it is sent. If the rectification notice is sent after the end of a Business Day or on a day that is not a Business Day, then the rectification notice is deemed to be issued on the next following Business Day. Tenders satisfying the mandatory submission requirements during the Rectification Period will proceed to Phase II. Tenders failing to satisfy the mandatory submission requirements will be excluded from further consideration.</p>	
STAGE 1 – PHASE II – EVALUATION OF TECHNICAL CRITERIA	<p>Phase II will consist of a scoring by the OCRC of each tender on the basis of the technical criteria as set out in sections 2.2.4 to 2.2.8 below. Respondents should submit the information requested for each category of this technical evaluation as outlined below including the order and headings. Respondents will be evaluated based on the demonstration of expertise and past experience cited relating to each of the following requirements. Province of Ontario public sector experience and controlled substances experience will be considered when determining score for each subject below:</p>	
Question	Description	Question Type
COMPANY SUMMARY – [10 POINTS]	Respondents should submit a description of the company background, including ownership structure, number of years' experience in providing the services requested in this RFT; including the description of similar client scopes delivered. Respondents shall have a minimum of 10 years of experience providing transportation/delivery services of controlled/secured products transportation within the Province of Ontario.	Attachment
REFERENCES – [10 POINTS]	Respondents to provide references for similar services in accordance with Attachment #1 Submission Form.	Attachment



BUSINESS AND OPERATIONAL – [40 POINTS]	Respondents should submit their ability to meet or exceed the services as described in Appendix A that is being offered by the Respondents submissions.	Attachment
REPORTING – [10 POINTS]	Respondents ability to provide real time reports that are not integrated with OCRC as described in Appendix A.	Attachment
<b>Question</b>	<b>Description</b>	
SELECTION FOR ADVANCING TO STAGE 2	Each respondent who achieves the minimum threshold score for Stage 1 Phase II, as indicated in Section 2.2.1 above, will advance to Stage 2. For further clarity, respondents whose tenders do not achieve the minimum threshold score as indicated in Section 2,2,1 will be deemed to have been unsuccessful and will not proceed to further phases within this evaluation and therefore not considered for award.	
STAGE 2 – EVALUATION OF PRICING	<p>Stage 2 will consist of the evaluation pricing. The evaluation of price will be undertaken after the completion of Stage 1 of the evaluation.</p> <p>Respondents should review and complete the Rate Bid Form (Attachment #2). The Rate Bid Form (Attachment #2) should be submitted in a separate file.</p> <p>Based on the information submitted in the Rate Bid Form, OCRC will calculate an overall fees total that will cover the term of the contract period for each respondent that moves to Stage 2.</p> <p>The respondent that meets the best overall value to the organization will be considered for award. For further clarification, all respondents who are successful in progressing to Stage 2 of the evaluation will all be considered to be of sufficient competence and the decision within Stage 2 will be based solely on overall value to the organization among those respondents still being considered for award.</p>	
TERMS AND CONDITIONS	The terms and conditions found in Appendix C shall form the basis of the agreement with the selected respondent.	
NOTIFICATION TO RESPONDENTS	Once a contract is awarded, respondents will be notified in the same manner that the RFT was posted.	

### Appendix C – RFT Terms and Conditions

Question	Description
Terms and Conditions	Attached in this section is a document outlining the Terms and Conditions associated with this RFT.