

**Tender Document Availability & Site Tour Notification Form
Invitation to Tender (ITT) #037-2009
PARKING STRUCTURE DRIVE AISLE REPAIRS**

To:		Return Fax To:	Jason Lin – Purchasing Assistant
Company:		Fax:	(604) 276-3260
Fax:		Phone:	(604) 276-3344
Phone:		Pages:	1 (Including this page)

The Workers' Compensation Board of BC (WorkSafeBC) is inviting bids for Paving Contractors to remove and replace 6,000 square feet of asphalt paving and membrane on the parking structure at the WorkSafeBC Richmond complex. The work will include roadwork and line painting.

Tender closing is 2:00 PM on October 13, 2009

Bidders are requested to fill out this form and fax this form **IMMEDIATELY** to WorkSafeBC. Failure to respond **at least 24 hours prior to the site tour** may be interpreted as an expression of non-interest.

1. AVAILABILITY OF TENDER DOCUMENTS AND DRAWINGS

Tender documents and drawings will be available for pick-up at the Mandatory Site Tour at WorkSafeBC Richmond Office at 6951 Westminister Highway, Richmond, BC.

2. BID DEPOSIT REQUIREMENT

Bidders will be given 1 set of tender documents at no charge.

3. MANDATORY SITE TOUR / PRE-BID MEETING

SCHEDULED FOR: Date: October 5, 2009 Time: 10:00AM – 11:00AM

LOCATION: WorkSafeBC
Worker and Employer Services – Main Entrance/Security Desk
6951 Westminister Highway, Richmond, BC

WorkSafeBC Representatives: **Rob Critchley** Manager Operations and Maintenance
Jim Neil Consultant, James Neil and Associates Ltd.
Todd Stojcic, Sr. Purchasing Officer

Scent Safety Policy: Please note that WorkSafeBC requests your support of our scent free environment.

Please return the attached form.

WILL YOU BE ATTENDING THE SITE TOUR?

- YES, we will be attending the site tour.
 NO, we will not be attending the site tour and not submitting a bid.

FROM:	Company Name	
	Contact Name	
	Date	
	Phone Number	
	Fax Number	
	Email Address	