Pre-Bid Site Tour Registration Form

|  |  |
| --- | --- |
| **To:** | ***Oak Valley Health*** |
|  | **Attention: Steven Kostov*, Sourcing Specialist, RFP Bid Administrator*** |
|  |  |
| **Via:** | **Email:** **steven.kostov@plexxus.ca** |
| **Re:** | **RFP ID# 2735479312 – Oak Valley, General Contractor to Fit-out Uxbridge Foundation Office (“RFQ”)** |

Firms wishing to attend the Mandatory Pre-Bid Site Tour scheduled to begin at **10 AM on May 9, 2023** are required to pre-register by emailing a completed copy of this Registration Form to the RFQ Bid Administrator identified above **by no later than 12:00 PM (noon) May 8, 2023.**

Meeting Location: Front lobby of Uxbridge Health Centre.

By submitting this Form, the firm acknowledges and agrees to abide by the following special rules intended to minimize potential spread of COVID-19 virus during the tours:

1. The site tour will begin at **10 AM Local Time**.
2. Attendance will be limited to one pre-registered representative from each firm.
3. Registered attendees should arrive at the meeting point identified above approximately 10 minutes before the scheduled time;
4. While on site attendees agree to; wear a face mask/covering, not distribute materials or business cards with other attendees, and, endeavor to maintain a minimum distance of six feet from the other attendees;
5. The site tour lead will record the names of the attendees and firms on a Site Meeting Log which will be used as an official record of attendance.  Note that the log **will not** be signed directly by attendees. Attendees shall ensure that their name and firm has been recorded.

I hereby acknowledge and agree to abide by the above noted site tour attendance rules.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name of Firm |  | Representative Name and Title – Please Print |
|  |  |  |
| Address |  | Representative Signature |
|  |  |  |
| City, Province, Postal Code |  | Email |
|  |  |  |
| Phone |  | Date |