



File Number 18022-96278-S01

24 October 2022

Stitch It Canada's Tailor Inc.
845 Harrington Court, Unit 200B,
Burlington, ON L7N 3P3

Re: RFSO No. 18022-96278-S01 Uniform Alteration Services

Dear Dale,

Please accept this letter as confirmation of the authorization for RFSO 18022-96278-S01 from this date of authorization of 24 October 2022 to 31 August 2025.

The authorization is for Uniform Alteration Services on an as and when requested basis from 24 October 2022 to 31 August 2025 in accordance with the specifications, terms, and conditions of Request For Standing Offer No. 18022-96278-S01 and in accordance with Stitch It Canada's Tailor Inc.'s offer submission dated 31 August 2022. Approved by Supply Services on behalf of the Fire Chief, Ottawa Fire Service on 24 October 2022.

Orders placed by the City during this period shall be made by a Purchasing Card. I note that this is in accordance with Article 2.6 Purchasing Card, on page 9 of 27 of the RFSO and was accepted by Stitch It Canada's Tailor Inc. when submitting their offer.

Thank you for your interest in this important City initiative. For further information you may contact the undersigned.

Best regards,

Daryl Banks

Daryl Banks
Procurement Officer

*Shaping our future together
Ensemble, formons notre avenir*

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