



Purchasing and Materials Management  
100 Queen St W. Toronto, ON M5H 2N2

**Blanket Contract**  
**0047025878**

REFER TO THE ABOVE NUMBER ON ALL  
CORRESPONDENCE.

**Supplier:** STITCH IT CANADA'S TAILOR INC  
845 HARRINGTON CRT UNIT 100A  
BURLINGTON, ON L7N 3P3

**Phone:**

**Ship to:**

Various locations as  
specified per individual  
Contract Release Orders (CROs).

|   |   |
|---|---|
| <b>Del Terms:</b> FOB DESTINATION           | <b>Supplier No:</b> 3116102                                 |
| <b>Payment Terms:</b> Net 30 days           |   |
| <b>Contact:</b><br>PMMD PCS at 416-397-4141 |   |
| <b>Refer to:</b> 4655238802                 |   |
| Purchasing Authorization                    | DocuSigned by:<br><i>Clarman Yang</i><br>C849FEBA43F54A9... |
| City of Toronto Signing Authority           |   |

| IF NO DATA APPEARS IN THIS BOX, SEE ITEM DETAILS BELOW |            |
|--|------------|
| Valid From:  | 16/01/2025 |
| Valid To:  | 14/01/2027 |
| Total Estimated Value: \$                              | 541,450.28 |

**THIS BLANKET CONTRACT IS SUBJECT TO TERMS AND CONDITIONS SPECIFIED HEREIN**

\*\*\* This Contract has been reduced in target value due to change in system, from ECC to S4HANA. Original target value of \$315,220.00 has been reduced by the amount already spent \$98,445.72 on the original ECC Contract to a new target value of \$216,774.28.\*\*\*

The target quantities below have been set to zero to facilitate the transition to S4/Hana, update as of November 11, 2025.

Line Item: 10 - 370

Quantity:

- 18,000
- 600
- 600
- 24,000
- 240
- 1,020
- 120
- 6,000
- 60
- 120
- 4,800
- 600
- 60
- 60
- 2,520
- 2,520
- 1,020
- 240
- 60 (line 190 - 360)
- 52,537

Division: Toronto Paramedic Services  
SAP Req. #: 1780145  
Division Contact: Darius Irani at 416-392-2143

Vendor Contact: Dale Beeston at 905-335-0922  
dbeeston@stitchit.com

AUTHORITY: Bid Award Panel BA111.3, held December 18, 2024, Item 111.3 Adopted

OPTION YEAR NO.1: JANUARY 15, 2026

To increase the target value of the contract by \$324,676.00 from \$216,774.28(balance amount remaining post migration) to \$541,450.28 net of all taxes and charges, and to extend validity end date from January 14, 2026, to January 14, 2027, exercising the first option year renewal. Line-item pricing has been adjusted by 1.5% as per the CPI Increase (CPI October 2025, All-Items, Toronto), taking effect from January 15, 2026 to January 15, 2027. All other terms and conditions remain unchanged.

Request for Quotation (RFQ) #: Doc4655238802

Sourcing Project #: WS4654811556

With reference to your Bid submitted in response to the Request for Quotation (RFQ) to provide Laundering, Dry Cleaning, Pressing Services and Alteration of uniform clothing on an as and when required basis for the City of Toronto, all in accordance with the RFQ and the legal agreement dated January 14 2025

The option to renew for the four (4) one (1)-year periods will be in accordance with the terms and conditions of the RFQ document. The City will be under no obligation to exercise any renewal option.

Potential Option Year Periods:

January 15, 2026, to January 14, 2027

January 15, 2027, to January 14, 2028

January 15, 2028, to January 14, 2029

January 15, 2029, to January 14, 2030

All materials and services to be provided under this purchase/contract order must be in accordance with specifications and prices/rates outlined in the bid submission.

The total value of the purchase/contract order is an approximate only and should not be interpreted as indicating either the maximum or the minimum.

Quantity and price have been reversed to facilitate multiple payments.

| Item | Description  | Unit | Unit Price | Price Unit |
|------|--|------|------------|------------|
| 10   | Uniform Trousers polyester/cotton/wool   | EA   | 4.54       | 1          |
| 20   | Uniform Jacket/Tunic Polyester/cotton/wool   | EA   | 23.52      | 1          |
| 30   | Uniform Parkas<br>(3 parts - outer shell, inner shell & liner)<br>(polyester/cotton/wool)                                    | EA   | 25.88      | 1          |
| 40   | Uniform Shirts<br>(Short and Long sleeves)<br>Tactical (polyester/cotton/wool) (including free button replacement) laundered | EA   | 2.09       | 1          |
| 50   | Uniform OverCoat with lining   | EA   | 23.52      | 1          |
| 60   | Uniform Sweaters / Cardigans   | EA   | 4.94       | 1          |
| 70   | Uniform Ties (Clip on and Reg)   | EA   | 4.54       | 1          |
| 80   | Uniform Polo/Golf Shirts   | EA   | 4.54       | 1          |
| 90   | Uniform Formal Dress Shirt   | EA   | 4.54       | 1          |
| 100  | Uniform Parka (one piece with liner)   | EA   | 23.52      | 1          |
| 110  | T-Shirts Long Sleeve<br>Crewneck/Turtleneck (NAVY & WHITE ONLY)  | EA   | 4.54       | 1          |
| 120  | T-Shirt Short Sleeve   | EA   | 2.09       | 1          |

|     |  |    |       |   |
|-----|--|----|-------|---|
| 130 | Flame Resistant Shirts   | EA | 5.31  | 1 |
| 140 | Flame Resistant Pants  | EA | 5.86  | 1 |
| 150 | Blue Laundry Bags  | EA | 2.09  | 1 |
| 160 | Uniform Trousers Hemming of Length<br>includes both legs DOES NOT INCLUDE TAPERING                 | EA | 8.45  | 1 |
| 170 | Uniform Shirts Hemming of Length<br>Reducing Torso by 2"   | EA | 9.28  | 1 |
| 180 | Uniform Trousers Wasit (In and Out)<br>DOES NOT INCLUDE TAPERING                                   | EA | 15.17 | 1 |
| 190 | Uniform Trousers Replace Zipper  | EA | 15.67 | 1 |
| 200 | Uniform Trousers Repair Pockets  | EA | 5.01  | 1 |
| 210 | Uniform Trousers Crotch/Gusset in/out  | EA | 23.22 | 1 |
| 220 | Uniform Trousers Alter Seat  | EA | 9.93  | 1 |
| 230 | Uniform Trousers Repair Hem (1 leg)  | EA | 3.87  | 1 |
| 240 | Uniform Jacket/Tunic Sleeve Hemming  | EA | 25.01 | 1 |
| 250 | Uniform Jacket/Tunic Repair Buttons  | EA | 1.90  | 1 |
| 260 | Uniform Jacket/Tunic Cresting Reapirs  | EA | 1.83  | 1 |
| 270 | Uniform Jacket/Tunic<br>Remove and replace shoulder cresting Toronto PS to provide cresting        | EA | 4.79  | 1 |
| 280 | Button Replacement<br>Excluding Tactical & Golf Shirts   | EA | 1.90  | 1 |
| 290 | Uniform Overcoat with lining<br>Shorten arm length   | EA | 25.01 | 1 |
| 300 | Uniform Overcoat with lining<br>Repair/Replace buttons   | EA | 1.90  | 1 |
| 310 | Uniform Overcoat with lining<br>Repair/replace zippers   | EA | 22.22 | 1 |
| 320 | Uniform Sweaters/ Cardigans<br>Repair zipper on cardigans  | EA | 22.22 | 1 |
| 330 | Uniform Sweaters/ Cardigans<br>Remove and replace shoulder cresting Toronto PS to provide cresting | EA | 4.79  | 1 |
| 340 | Repair/restitch - Shirts reffective Strip  | EA | 2.13  | 1 |

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 of up to 4ö
 

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|     |   |    |       |   |
|-----|---|----|-------|---|
| 350 | Repair/restitch - Pants reflective Strip<br>of up to 4ö | EA | 2.13  | 1 |
| 360 | Uniform Parka Repair or replace zipper                  | EA | 11.07 | 1 |
| 370 | Miscellaneous   | EA | 1.02  | 1 |

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**City of Toronto - Invoice/Billing Requirements**

To assist in prompt payment, it is essential that all required billing information is included on each invoice submitted to the City. Invoices received without reference to a valid purchase order will not be accepted. Below is a checklist to assist in ensuring each invoice is complete:

**Complete Invoice Checklist:**

Vendor Name on Company Letterhead

Invoice Number

Invoice Date

Purchase Order Number / CRO Number (contract payments)

Remit To Address

Full Ship to Address:

Division

Divisional Contact

Service Location Address

Total Amount

Subtotal Amount before Tax

Tax Amount

HST/GST Number

It is the vendors' responsibility to submit correct invoices for payment of goods/services delivered to City Divisions. In the event an incorrect invoice is submitted, the vendor is required to issue a credit note and submit a new invoice.

**Exceptions**

The standard invoice billing requirements must be followed with the exception of vendor invoices related to an approved capital project subject to construction lien holdbacks only. Billing requirement direction will be provided by the contract custodian or city divisional designate.

**Electronic Invoices**

Invoices for goods and services provided to City Divisions must be submitted electronically to [toapinvoice@toronto.ca](mailto:toapinvoice@toronto.ca) by the vendor. When submitting your invoice please ensure that:

Invoices are in PDF format

Only one invoice in each attachment (Multiple attachments are acceptable)

PDFs have no e-signatures or protection

Current invoices

No duplicate invoices or statements are submitted

Invoices that arrive via Canada Post or courier will not be processed and will be confidentially shredded.

City purchases made by a credit card/PCard, are not to be sent to Corporate Accounts Payable. These invoices are considered paid.

Vendors are encouraged to provide back-up documentation, packing slips and/or goods receipt confirmations directly to the ordering Division for goods/services delivered.

Payment Terms: Unless otherwise specified on the invoice, the City will assign payment terms of Net 30 days.

Payment terms Due Upon Receipt are considered Net 30 days.

Direct Deposit: City of Toronto offers secure electronic deposit payments directly to your bank account through the Direct Deposit program. For more information and/or to enroll for this payment option, please email us at [DirectDeposit@toronto.ca](mailto:DirectDeposit@toronto.ca)

**Contract Release Orders**

A request for delivery in the form of a Contract Release Order (CRO) will be issued for each release against this contract.

All invoices submitted for payment must contain:

I. Blanket Contract Number

II. Contract Release Order Number (CRO)

Under no circumstances are Contract Release Orders to be filled for commodities or services that are not included on this Contract.

The total value estimated on this Contract including all charges, excluding any applicable taxes, is not to be exceeded without further authorization.

This Contract shall not be valid once the specified period has elapsed.

The City, in its sole discretion, has the right to terminate the contract prior to the expiration of the term without cause or penalty, provided the Total Value Estimated as specified on the Contract Order has been reached.

Harmonized Sales Tax (HST)

The City is required to pay taxes. To help us pay you promptly, the billing invoice must clearly detail any tax charges that are applicable to the sale of goods/services, shown as a separate line item.

Applicable taxes from GST/HST registrants may include:

A) Exempt supplies (no GST/HST) under Schedule V of the Excise Tax Act, which include supplies such as health care services, educational services, personal care services, child services, legal aid services, charitable services, public sector organization services, financial services, and ferry, road and bridge tools.

B) Zero-rated supplies (0% GST/HST) under Schedule VI of the Excise Tax Act, which include supplies such as prescription drugs, medical devices, basic groceries, agriculture and fishing products, travel services and transportation services.

C) Point-of-Sale Rebate (5% GST/HST) in Ontario, which include eligible supplies such as books, children's clothing and footwear, children's diapers, children's car seats, qualifying newspapers, and qualifying food and beverages

D) Ontario Harmonized Sales Tax (13% HST) applicable on all other taxable goods and services not eligible under Schedule V or VI of the ETA or for point-of-sale rebates.

Taxable, non-zero rated goods and services supplied by out-of-Province, GST/HST registrant vendors to the City are generally subject to 13% HST in accordance to Place-of-Supply Rules.

Vendors with a small supplier status that have provided invoices totaling over \$30,000 (\$50,000 for public service bodies) on taxable supplies in a single calendar quarter or over four consecutive calendar quarters on taxable supplies must register for the GST/HST.

Invoices that do not include the appropriate rate of GST/HST or the supplier's GST/HST Registration Number will be returned with non-payment for correction.

More information is available from Canada Revenue Agency ([www.canada.ca](http://www.canada.ca)).

Payment and Discount Terms

If all the correct billing information has been indicated on the invoice, and no acceptable discount for early payment has been offered, the City will endeavour to pay within the vendor's terms from the receipt date of the invoice in Corporate Accounts Payable unit.

Payment terms should be clearly indicated on the invoice/s including early payment terms.

The City will consider offers of early payment discount terms. Discounts will only be taken when early payment discount terms are met from the receipt date of the invoice in the Corporate Accounts Payable unit.

Note: Discount terms for early payment cannot be earlier than 15 days from the receipt date of the invoice by the City of Toronto, Accounting Services Division, Corporate Accounts Payable unit.

## Employees of the City of Toronto not to have an interest in City Contracts

To prevent employees of the City from having any interest in contracts with the City, it is hereby declared expressly that an employee of the City shall not be interested him/herself or by or with or through another in any contract with the City or with any commission or person acting for the City or in any contracts for the supply of goods or materials to a contractor for work for which the Corporation pays or is liable directly or indirectly to pay, other than such interest as is expected under Subsection 92-5 of Bylaw No. 1996-0447 of the City of Toronto.

This order is given subject to the terms of the call document and any written agreement between the City and the Vendor. In absence of more specific terms contained in the call document or any written agreement, the following general conditions will apply:

1. Unless otherwise stated, the goods, materials, articles, equipment, work or services, specified or called for in or under this order, shall be delivered or completely performed within the period set out herein as the guaranteed period of delivery or completion.
2. Unless otherwise indicated herein the prices stated are payable in Canadian Funds at the City of Toronto, and any Federal Goods and Services Tax applicable shall be shown as a separate item.
3. The prices stated in this order cover the goods, materials, articles or equipment, referred to herein, being delivered F.O.B. destination, Freight, Express, Duty and all other charges prepaid, unless otherwise indicated herein. A detailed delivery ticket or piece tally, showing the exact quantity of goods, materials, articles or equipment, shall accompany each delivery thereof. A foreperson's, storekeeper's or other receiver's receipt shall not bind the City to accept the goods, materials, articles or equipment covered thereby, or the particulars of the delivery ticket or piece tally therefore. In the event that goods, materials, articles or equipment, specified or called for herein, are to be furnished from a point outside Canada at a price which is expressly not to include importation charges into Canada or delivery in the City of Toronto area, Canadian Customs Invoice Form M.A., in quadruplicate, with Bill of Lading, Export Entry Form, Express receipt or advice of shipment by Parcel Post, shall be mailed to the Customs Office, Finance Department, Purchasing and Materials Management Division, City Hall, 100 Queen Street West, Toronto, Ontario M5H 2N2, Canada.
4. The City shall have the right to cancel at any time any contract or any part of any contract resulting from this order in respect to the goods, materials, articles, equipment, work or services, covered thereby, not delivered or performed at that time, without incurring any liability whatsoever in respect thereto.
5. Unless otherwise stated, all goods, materials, articles, or equipment supplied, and all work or services performed pursuant to this order, shall be subject to inspection by the City at the point of unloading or site of the work or services. No extra charge shall be made by the Vendor for packaging, packing or containers, unless otherwise indicated herein.
6. No verbal arrangement or agreement, relating to the goods, materials, articles, equipment, work or services, specified or called for under this order, will be considered binding and every notice, advice or other communication pertaining thereto, must be in writing and signed by a duly authorized person.
7. By accepting this contract the vendor shall comply with the City's current Purchasing By-law, policies and procedures available on the City's web site (<http://www.city.toronto.on.ca/tenders/index.htm>).
8. The Vendor shall comply with the conditions of the City's "Fair Wage Policy" and the City's "Labour Trades Obligations in the Construction Industry", copies of which are available on request to the Fair Wage and Labour Trades Office, Human Resources Division, Corporate Services Department, City Hall, 100 Queen St. West, Toronto, Ontario M5H 2N2, Canada.
9. The Vendor shall at all times well and truly save, defend, keep harmless and fully indemnify the City and its servants, employees and agents, from and against all actions, suits, claims, demands, loss, costs, charges, damages and expenses, brought or made against or incurred by the City, its servants, employees or agents, in any way relating to goods, materials, articles, or equipment, supplied, or the supplying thereof, or work or services, performed, of the performing thereof, pursuant to this used in supplying such goods, materials, articles or equipment, or in performing such work or services, or arising out of the subsequent use or operation of such goods, materials, articles, equipment or work.
10. In the event that the Vendor fails or neglects to comply with any of the conditions set out herein, any contracts resulting from this order may be unconditionally cancelled by the City without notice.
11. Any contract with the City resulting from this order is entered into on the part of the City in full faith that no employee of the City has any interest whatsoever therein.
12. Any person or Corporation contracting with the City pursuant hereto, their representatives and assigns, shall forfeit all claims under the contract, and for all work done or materials, goods, ware or merchandise furnished under it, if it shall appear that an employee of the City at any given time or agreed to be given an interest therein.
13. Under contract with the City pursuant hereto, payment shall not be made until a declaration, which may be required by the City, of the person claiming payment, or of such other person as the City deems acceptable, is made to the effect that no employee of the City, is in private capacity, directly interested in such account, or in any part of the work or materials, goods, wares or merchandise mentioned therein, or of the money thereby claimed, and that the amount of the account is correct.
14. All goods, materials, articles, equipment, work or services, specified or called for in or under this order, shall be supplied or performed at the price or prices and on the basis set forth or referred to in and in accordance with the Offer and this order. The basis on which this order is given shall include any specifications, plans, price schedules, samples, addenda or other details pertaining thereto, or provided in connection therewith.
15. The Vendor warrants that any goods, materials, articles or equipment, to be supplied under or pursuant to this order, that is or are to be made or used for a particular purpose, will be fit and suitable for that purpose.
16. Wherever used in this order the word "City" means the City of Toronto and the word "Vendor" means the person or persons or Corporation to whom the order is issued.