

Form B - Experience and Qualifications Form

**1. Experience Requirements**

1. **The Supplier must have the following experience in order to be considered for award of the Contract:** Suppliers must be authorized sellers or resellers for the Products and/or Services listed in Part 5 - Price Form and must hold title to any equipment that will be installed or removed. If requested by the City, Suppliers must submit written verification of current and valid authorization, satisfactory to the City, prior to Award. Failure to submit written verification of authorization, satisfactory to the City within a time frame specified by the City will result in the Quotation being declared Non-Compliant.
2. Supplier must have a minimum of five (5) physical stores providing both dry cleaning and alteration at the same site within the boundaries of City of Toronto. Refer to section 1.5. Included in the services minor repairs are to be provided at no additional cost. Minor repairs include such services as replacing shirts buttons, repairing hems and small seam repairs.
3. In addition to the five (5) physical store locations in the areas noted in Section 1.2, Suppliers must also have a minimum of ten (10) retail stores distributed throughout the Greater Toronto Area (GTA). Refer to section 1.5. Included in the services minor repairs are to be provided at no additional cost. Minor repairs include such services as replacing shirts buttons, repairing hems and small seam repairs.
4. Failing to submit a list of physical stores as per section 1.2 and 1.3 will result in the Bid submission being declared non-Compliant.
5. Suppliers are to complete Form - Store Locations and hours in Appendix "B" - Supplementary Forms.
6. Suppliers must carry liability insurance as per Part 2 – Section 12, and, if requested, must be prepared to submit proof of insurance carried and particulars. Liability insurance must cover accidental loss or damage. In cases of loss or damage, garments will be invoiced at replacement cost.
7. Failure to submit a list of minimums of fifteen (15) physical stores as required in Section 1.2 and 1.3 above may result in bid submission being declared non-compliant.

**2. Experience / Comparable Contracts**

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**Part 4 – Submission Forms – Form B**

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The Supplier must provide, upon request within five (5) business days, reference contracts for the purpose of confirming the Supplier's experience and track record of success. The Supplier shall provide the requested references for clients who have obtained Deliverables similar to those required for the RFQ from the Supplier in the last five (5) years. Failure to provide verifiable experience may result in the bid being declared non-compliant.