



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 4033738804 to CDMV Inc. for the Supply and Delivery of Veterinary Products for Municipal Licensing and Standards

Date: August 31, 2023
To: Bid Award Panel
From: Chief Procurement Officer
Wards: All

RECOMMENDATIONS

The Chief Procurement Officer recommends that the Bid Award Panel grant authority to award the following contract:

Solicitation Number:

Request for Quotation, Ariba Document Number 4033738804

Description:

For the supply and delivery of Veterinary Products for Municipal Licensing and Standards – Animal Services. The term of the Contract is to be for a period of five (5) years from the date of award. The Contract award value will be based on historical usage and the divisional budget established for the full five (5) year term of the Contract and is not reflective of the total submitted bid price.

Recommended Supplier:

CDMV Inc.

Contract Award Value:

\$840,000 net of all applicable taxes and charges
\$949,200 including HST and all applicable charges
\$854,784 net of HST recoveries

The Contract is expected to start on date of award and end on September 8, 2028.

FINANCIAL IMPACT

The total contract award identified in this report is \$949,200 including all applicable taxes and charges. The total cost to the City is \$854,784 net of HST recoveries.

Funding in the amount of \$56,986 net of HST recoveries is included in the 2023 Approved Operating Budget for Municipal Licensing and Standards Division. Funding in

the amount of \$797, 798 net of HST recoveries will be included in the 2024 to 2028 Operating Budget Submissions for Municipal Licensing and Standards Division. Additional funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contracts (net of HST recoveries)

Cost Centres: MS5032, MS5033, MS5036, MS5039, MS5045, MS5047 Cost Elements: 2823 & 2821	Net of HST Recoveries
Year One: Date of award to December 31, 2023	\$56,986
Year One: January 1, 2024 to December 31, 2024	\$170,957
Year Two: January 1, 2025 to December 31, 2025	\$170,957
Year Three: January 1, 2026 to December 31, 2026	\$170,957
Year Four: January 1, 2027 to December 31, 2027	\$170,957
Year Five: January 1, 2028 to September 8, 2028	\$113,970
Grand Total	\$854,784

The Interim Chief Financial Officer and Treasurer has reviewed this report and agrees with information included in the Financial Impact section.

SOLICITATION SUMMARY

Solicitation Issued: June 26, 2023 **Solicitation Closed:** July 19, 2023
Number of Addenda Issued: Two (2)
Number of Bids: Two (2)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)
CDMV Inc.	\$312,822.00
Veterinary Purchasing Company Limited	\$324,932.50

DIVISION CONTACTS

Marie Reid, Manager, Infrastructure and Development Services, Purchasing Client Services, Purchasing and Materials Management Division, 416-397-5187, Marie.Reid@toronto.ca

Carleton Grant, Executive Director, Municipal Licensing and Standards Division, 416-392-8445, Carleton.Grant@toronto.ca.

COMMENTS

For the recommended contract award, the following requirements have been met:

a. The firm recommended for award is the lowest Supplier meeting specifications or to the highest scoring Supplier based on the evaluation criteria included in the Solicitation and meeting the requirements of the solicitation;

b. the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;

c. the total contract value is less than 20 million dollars (excluding applicable taxes) and the contract term is:

1. for a contract funded by the operating budget, 5 years or less including any option years; or

2. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget,

being within the authority of the Bid Award Panel;

d. the Solicitation document was advertised on the City's internet website and bids or proposals were submitted electronically in Ariba; and

e. the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above Solicitations are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Geneviève Sharkey
Chief Procurement Officer