

**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT**  
**PO Box 148, Port Loring, Ontario P0H 1Y0**

**Bylaw 2016-24:**

**The Board Members of the Local Services Board of Loring, Port Loring and District enact as follows:**

**A bylaw to:**

- 1. Set the procedures for Tenders, Requests for Proposals and Requests for Quotations.**
- 2. The Board prepares the tenders and the applicant fills in the blanks.**
- 3. The Tenders will have an issue date, an addenda website posting date, a submission/opening date and a notification of Award date.**
- 4. The opening date does not have to be a Regular LSB Meeting. It is solely the date the tenders will be opened and vetted in Public. The secretary/treasurer and at least one of the LSB Chair, Vice Chair or related committee Chair shall preside.**
- 5. The expected successful bidder may be announced at this meeting, but it has no force or effect until a bylaw confirming same is voted on by the Board. That will be the Notification of Award date.**
- 6. Sample formats with requirements can be included in the Boards Standard Operating Procedures.**

7. This bylaw shall become effective upon date of enactment.

Passed at a meeting of the Local Services Board of Loring, Port Loring and District on the 12<sup>th</sup> day of May 2016.

SIGNING AUTHORITY: *Ag*

BOARD MEMBER NAME: *DROGEMSON*

SECRETARY: *Peggy Whitehead*

