



**Notice of Planned Procurement**  
**Rental of Miscellaneous Hired Equipment**

Request for Standing Offer Number: 29123-97566-S01

Organization Name: City of Ottawa

Date: 31 March 2023

This Notice of Planned Procurement (NPP) is to advise suppliers of various types of machinery and equipment with operator that the City of Ottawa has issued a new Request for Standing Offers (RFSO) which is currently available online at <https://www.merx.com/cityofottawa/solicitations/open-bids/FCS-FS-Rental-of-Miscellaneous-Hired-Equipment/0000244438?origin=0>

Project Overview:

The City of Ottawa is seeking to establish eligibility lists for short-term rentals of various types of machinery and equipment with operator on an “as and when requested basis”. The period of authorization of standing offers will be two (2) years and four (4) months from 16 May 2023 to 15 September 2025.

Procurement Schedule:

The following is a tentative schedule for the procurement process. The City reserves the right to modify this schedule.

Activity	Planned Dates
Request for Standing Offer Published (MERX)	Friday, 31 March 2023
Deadline for Bidder Inquiries	Thursday, 20 April 2023
Request for Standing Offer (RFSO) <b>Closing</b>	3:00 PM (Local Time) 27 April 2023

Distribution of the RFSO Documents:

Copies of this RFSO are available from the **MERX Distribution Unit**, telephone 1-800-964-6379 or via the internet at [www.merx.com](http://www.merx.com). MERX is the official and sole distributor of this RFSO and any addenda.

Should you have any questions regarding this NPP or forthcoming Request for Standing Offers, please contact the undersigned.

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