



**LOCAL SERVICES BOARD OF LORING, PORT
LORING AND DISTRICT**

PO Box 148, Port Loring, Ontario P0H 1Y0
www.loringlsb.com

REQUEST FOR TENDER

Data Entry For 911 Emergency Database

The Local Services Board of Loring, Port Loring and District is seeking a qualified individual or company to submit proposals to perform approximately 400 hours of data entry in the 911 emergency locating database.

The work must be completed by September 30, 2011.

The applicant must work in their own premises on their own computer equipment with their own version of Microsoft Excel 2007.

Applicants must sign a non-disclosure/confidentiality agreement, as well as a contract. Payment shall be made upon presentation of an invoice to the LSB, on a mutually acceptable timetable.

Applicants must be insured with liability insurance, and where having employees, covered by WSIB insurance. Work will not begin until the applicant has supplied a copy of their insurance and/or WSIB coverage.

Applicants shall present their proposal to the LSB no later than July 20, 2011 by mail to the address above, or by e-mail to secretary@loringlsb.com. Successful applicant will be awarded on July 21, 2011 at the monthly LSB Meeting.

Nancy Wice, Secretary-Treasurer

Posted July 7, 2011