

# Prince Edward Island Supplement to the Atlantic Provinces Standard Terms and Conditions

Effective 2007 April 1 or later

**NOTE: In the event of any conflict or disagreement between this Supplement and the Atlantic Provinces Standard Terms and Conditions, this Supplement has precedence and will be assumed to be correct. In the event of any conflict or disagreement between this Supplement and the Invitation documents, the Invitation documents have precedence and will be assumed to be correct.**

The following sections are to be added to the Atlantic Provinces Standard Terms and Conditions only for those Invitations issued by the Province of Prince Edward Island.

## **3. Obtaining Documents**

3.2.1 Invitation documents are available free of charge from the Prince Edward Island Procurement Office. Prince Edward Island uses the following web site to distribute Invitation documents:

<http://www.gov.pe.ca/tenders>

## **4. Vendor Registration**

4.1.1 Bidder Registration: There is no requirement for Bidders to view invitations notices. Bidders are required to register with the Prince Edward Island Government to receive Invitation documents or submit Bids.

4.1.2 Corporate Registration: All Bidders must comply with the Prince Edward Island Companies Act or the Partnerships Act. Bidders located outside Prince Edward Island are expected to be registered with the Extra-Provincial Corporations Registration Act. Verification of registration and good standing is required before an award is made to a successful Bidder. Go to <http://www.gov.pe.ca> for appropriate forms and procedures.

## **10. Payment Terms and Discounts**

10.1.1 Payment will be net 30 days.

10.1.2 All payments to suppliers located in the United States for goods and services will be made by either credit card or electronic funds transfer. For more information on electronic funds transfer, e-mail Payment Processing Section of the Provincial Treasury [pymtproc@gov.pe.ca](mailto:pymtproc@gov.pe.ca) "

## **22. Governing Laws and Trade Agreements - Local Preference**

22.7.1 The Procurement Office may elect to apply a preference for up to a maximum of 10% of the amount of the lowest compliant Bid received.

22.7.2 If other than low Bid is accepted, approval shall be limited to a difference between the low Bid and the awarded Bid of not more than \$2,500.00 or 10% (whichever is the lesser) and approval will be given by the Minister. In any other case, the approval of the Management Board shall be obtained.

22.7.3 This preference is applicable only for the purchase of goods valued under \$25,000.00

## **27. Language**

27.1.1 Unless specifically requested otherwise, all Bids, supporting materials, operation manuals and documentation must be in English, or both English and French.