

REQUEST FOR PROPOSALS

Seasonal Citywide Distribution Services

The City of Corner Brook is seeking proposals from qualified service providers to deliver seasonal distribution services for preprinted municipal materials to approximately 10,500 addresses within the City of Corner Brook. Delivery services will be required a minimum of five (5) times per year on a seasonal basis, with each distribution completed within two (2) weeks of receiving materials from the City.

Copies of the Request for Proposals (RFP) may be obtained from the City of Corner Brook by emailing vmesher@cornerbrook.com or by calling 709.637.1556

Proposals must be submitted in accordance with the submission requirements outlined in the RFP document, clearly marked: **“RFP – Seasonal Citywide Distribution Services”**

Proposals are to be submitted to:

City Clerk’s Office
City of Corner Brook
5 Park Street
Corner Brook, NL A2H 6E1

All proposals must be received no later than **12:00 p.m. NST on June 5, 2026.**

Late or incomplete submissions may not be accepted. All proposals are subject to the terms and conditions of the RFP, including the Scope of Work, Submission Requirements, and all associated contract provisions and documentation contained therein.

