



## **REQUEST FOR PROPOSALS**

### **The Township of the North Shore Website Redesign**

The Township of the North Shore invites qualified Firms/Consultants to submit proposals for a redesign and upgrade of the Municipality's website ([www.townshipofthenorthshore.ca](http://www.townshipofthenorthshore.ca)).

The new website will provide simple electronic access to municipal services and will serve as a primary communication tool for the Municipality. The redesigned website must be easy for the public to use, allow for updates by municipal staff and meet current accessibility standards achieving WCAG 2.0 compliance.

A request for a detailed copy of this Request for Proposal must be made in writing by fax or email and addressed to:

Mary Lynn Duguay  
Clerk-Treasurer  
Telephone: 705-849-2213 ext. 25  
Fax: 705-849-2428  
Email: [twpns@ontera.net](mailto:twpns@ontera.net)

All proposals must include a statement of authorization to bid signed by an authorized official and submitted to the Municipality noted above by mail, or courier/personal delivery NO LATER THAN 4:00 p.m. on December 14, 2018. Proponents will supply five paper copies of their Proposal and an electronic file in Microsoft Word format on a portable memory stick.

Fax or email transmissions will not be accepted.

Proposals clearly marked "RFP-2018 - Design and Creation of a Website for the Township of the North Shore" for the work contained herein shall be addressed to:

The Township of the North Shore  
Attention: Mary Lynn Duguay, Clerk/Treasurer  
1385 Highway 17 W., PO Box 108  
Algoma Mills, ON P0R 1A0