



MUNICIPALITY OF
GREENSTONE

**CALL FOR EXPRESSIONS OF INTEREST
VENDING MACHINE OPERATORS**

The Municipality invites vendors to submit an Expression of Interest for the provision of vending machine services at the Geraldton Community Centre located at 200 Wardrope Ave E in Geraldton, ON. The Municipality will accommodate up to 2 vending machine units via a 120 electrical outlet in the Arena Lobby for a trial period commencing early 2024 and lasting no longer than May 1, 2024. Vendors would be responsible for all maintenance and stocking of the unit(s), and would access the facility during regular hours of operation of the facility as determined by the Municipality.

Submissions in letter form should clearly indicate the following information, at minimum, to be considered:

- Provide a brief description and history of your company, or your mission (if a new company), and any experience in this field, including references
- Describe service capability ie. type of vending machine unit (automated or manual)
- List products to be sold, which shall include healthy food and beverage items.
- Describe general service/general maintenance schedule
- Identify community benefits and/or compensation to the Municipality
- List Company Contacts

Questions or clarifications: shall be directed to Brent Henley, Manager of Parks and Recreation, by phone (807) 854-1100 Ext. 2061, or by email at brent.henley@greenstone.ca

Submission Instructions: must be sent via email in MS Word or PDF form no later than 4:00 pm, January 2, 2024 as follows:

Email: brent.henley@greenstone.ca

Subject: Expression of Interest for Vending Machine Operator

Any submissions that are received after the submission deadline for this Expression of Interest procurement process will not be accepted.

P O Box 70 1800 Main Street, Geraldton, ON P0T 1M0, Canada 807-854-1100

NATURE'S HOME TOWN

