



Division/Branch  
Address  
Town/City MB Postal Code  
manitoba.ca/housing  
Available in alternate formats upon request

Name  
Title  
Email address  
Tel:

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Date:

Company Representative  
Company Name  
Address  
Email:

Re: Project #:  
Tender #:

On behalf of Manitoba Housing, thank you for participating in the above tender. Your bid submission dated \_\_\_\_\_ has failed to meet the mandatory requirements as outlined in the tender. As per the tender, you have three (3) business days (the "Rectification Period") from the date of this letter to rectify the identified deficiencies.

The following documentation must be received by 4:00:00 pm on \_\_\_\_\_, (end of the Rectification Period) to rectify deficiencies in the mandatory submission requirements:

- a) Submission form
- b) Status in Relation of Manitoba
- c) Certificate of Independent Tender Determination
- d) Basic Services Fee Submission
- e) Additional Services Hourly Rates
- f) Capacity Resource Planning

Failure to satisfy the mandatory submission requirements within the Rectification Period will result in a non-compliant bid and the bid will be excluded from further consideration.

The required documentation, inquiries, and any other communication must be submitted to the Contract Administrator at the email listed above.

Sincerely,

Contract Administrator