FCS - Supplier Suspension Recommendation	Finance and Corporate Services

Contract Information — SECTION 1

Complete all the applicable fields below.

Supplier Name _____

Contract Administrator Name _____

Division _____ Date _____

Signature of Contract Administrator _____

Reasons for Suspension — SECTION 2

Select the reason(s) for suspension from the list below. For more details refer to Section 3 of the Supplier Performance Procedure. (add link)

- ☐ Crimes or Offences
- ☐ The Supplier has been convicted of serious crimes or other serious offences, including bid-rigging, price-fixing or collusion, fraud, or other statutory offences.
- ☐ False Declarations
- ☐ The Supplier included false or misleading information in its Bid.
- ☐ Poor Performance
- ☐ The Supplier has performed inadequately under a Contract with the City.
- ☐ Professional Misconduct or Lack of Commercial Integrity
- ☐ The Supplier has engaged in professional misconduct or acts or omissions that adversely reflect on the Supplier's commercial integrity.

Recommended Scope of Suspension — SECTION 3

Select your recommended scope of suspension from the options below.

- ◯ All procurement opportunities regardless of scope
- ◯ Procurement opportunities related to the following:

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Rationale for Suspension — SECTION 4

Provide detailed information about the reason for the suspension and explain how any relevant factors set out in Section 3 of the procedure have been considered. (add link)

Attach any relevant documentation. If the reason for suspension is poor performance, attach any performance evaluation reports and incident reports.

Privacy Notice — SECTION 5

Collection of personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed to / for the purpose of Supplier Suspensions. Questions about the collection and use of the information may be directed to the Manager, Supply Chain, Department of Finance and Corporate Services, 709-576-8581.