



**District of Sooke  
2018 Eligible Contractors List  
Invitation to Apply**

**March 21, 2018**

With a host of new projects on the horizon for 2018, the District of Sooke is inviting local contractors to submit their company for our 2018 Eligible Contractors List. The list will be used by District Staff to share postings and addendums for upcoming Tenders and Requests for Quotes, and to directly solicit quotes for projects in the \$1000-\$10,000 range.

In order to be added to the list, contractors are to submit the following information to the contact person listed below:

- **Company name and address;**
- **Email and phone number;**
- **District of Sooke or Intermunicipal Business License number;**
- **WorkSafe BC registration number;**
- (optional) Work types of interest, if you're only interested in specific types of projects (ie: earth works, carpentry works, electrical works, etc.). Contractors not specifying will be notified about all upcoming opportunities.

Submissions must contain all required information in order to be added to the list. Contractors wishing to perform work will also require proof of insurance prior to construction, as per the District of Sooke's Risk Management- Contract Services Policy, with the District named as an additional insured.

Entry to the list will remain open indefinitely, and contractors may request to be removed at any point in time. Please direct submissions to:

**Brian Derrick  
District of Sooke  
2205 Otter Point Road  
Sooke, BC V9Z1J2  
bderrick@sooke.ca**