



*Supply Management Services  
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CONTRACTORS WILL BE ASKED TO PROVIDE THE FOLLOWING **INSURANCE** AND **WORKSAFE BC** REQUIREMENTS TO SUPPLY MANAGEMENT SERVICES **PRIOR** TO COMMENCEMENT OF ANY WORK FOR THE CITY OF VICTORIA:

**INSURANCE:**

- a) PROVISION NAMING THE CORPORATION OF THE CITY OF VICTORIA AS AN ADDITIONAL INSURED TO THE LIABILITY POLICY.
- b) CROSS LIABILITY CLAUSE.
- c) COMPREHENSIVE GENERAL LIABILITY IN AN AMOUNT NOT LESS THAN \$2,000,000.00.
- d) A PROVISION REQUIRING THE INSURER TO GIVE THE CITY 30 DAYS' NOTICE OF CANCELLATION OR LAPSING OR ANY MATERIAL CHANGE IN THE INSURANCE POLICY.
- e) LIABILITY INSURANCE IN AN AMOUNT NOT LESS THAN \$2,000,000.00 WITH THE INSURANCE CORPORATION OF BRITISH COLUMBIA ON ANY LICENSED MOTOR VEHICLES OF ANY KIND.

**WORKSAFE BC:**

- a) PROOF OF WORKSAFE BC REGISTRATION, ALONG WITH PROOF OF UP-TO-DATE ASSESSMENT PAYMENT (A CLEARANCE LETTER).

**THE ABOVE ARE MINIMUM INSURANCE AND WORKSAFE BC REQUIREMENTS. THE CITY MAY REQUEST ADDITIONAL REQUIREMENTS FOR SPECIFIC PROJECTS.**