



Supply Management Services
1 Centennial Square
Victoria, B.C. V8W 1P6
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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 \$5,000,000.00.
- 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.