

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada\Réception des  
soumissions\Travaux publics et Services  
gouvernementaux Canada  
The Cambridge Building  
3 Queen Street/3, rue Queen  
Charlottetown  
Prince Edward Island  
C1A 4A2

## INVITATION TO TENDER APPEL D'OFFRES

**Tender To: Public Works and Government Services  
Canada**

We hereby offer to sell to Her Majesty the Queen in right of  
Canada, in accordance with the terms and conditions set  
out herein, referred to herein or attached hereto, the goods,  
services, and construction listed herein and on any attached  
sheets at the price(s) set out therefor.

### **Soumission aux: Travaux Publics et Services Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la  
Reine du chef du Canada, aux conditions énoncées ou  
incluses par référence dans la présente et aux annexes  
ci-jointes, les biens, services et construction énumérés  
ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

### **Comments - Commentaires**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

### **Issuing Office - Bureau de distribution**

Public Works and Government Services Canada  
The Cambridge Building  
3 Queen Street/3 rue, Queen  
PO Box 1268/CP 1268  
Charlottetown  
Prince Ed  
C1A 4A2

<b>Title - Sujet</b> Electrical,Dust Col.Sys,Springhill	
<b>Solicitation No. - N° de l'invitation</b> 21C22-140001/A	<b>Date</b> 2013-04-18
<b>Client Reference No. - N° de référence du client</b> 21C22-140001	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$PWC-010-3250
<b>File No. - N° de dossier</b> PWC-3-36004 (010)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-05-14</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Daylight Saving Time ADT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> MacDonald, Anne (PWC) D.	<b>Buyer Id - Id de l'acheteur</b> pwc010
<b>Telephone No. - N° de téléphone</b> (902) 626-4949 ( )	<b>FAX No. - N° de FAX</b> (902) 566-7514
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Dust Collection Systems Bldg 12,18 & 19-Electrical Springhill Institution Springhill Nova Scotia Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b> See Herein	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

---

## INVITATION TO TENDER

### TABLE OF CONTENTS

#### SPECIAL INSTRUCTIONS TO BIDDERS (SI)

- SI01 Bid Documents
- SI02 Enquiries During the Solicitation Period
- SI03 Site Visit
- SI04 Revision of Bid
- SI05 Bid Results
- SI06 Insufficient Funding
- SI07 Bid Validity Period
- SI08 Construction Documents
- SI09 Web Sites

#### GENERAL INSTRUCTIONS TO BIDDERS (GI) - R2710T (2012-11-19)

The following GIs are included by reference and are available at the following Web Site  
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

- GI01 Code of Conduct and Certification - Bid
- GI02 Completion of Bid
- GI03 Identity or Legal Capacity of the Bidder
- GI04 Goods and Services Tax/Harmonized Sales Tax
- GI05 Quebec Sales Tax
- GI06 Capital Development and Redevelopment Charges
- GI07 Registry and Pre-qualification of Floating Plant
- GI08 Listing of Subcontractors and Suppliers
- GI09 Bid Security Requirements
- GI10 Submission of Bid
- GI11 Revision of Bid
- GI12 Rejection of Bid
- GI13 Bid Costs
- GI14 Procurement Business Number
- GI15 Compliance With Applicable Laws
- GI16 Approval of Alternative Materials
- GI17 Performance Evaluation
- GI18 Conflict of Interest-Unfair Advantage

Solicitation No. - N° de l'invitation

21C22-140001/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

Client Ref. No. - N° de réf. du client

21C22-140001

File No. - N° du dossier

PWC-3-36004

CCC No./N° CCC - FMS No/ N° VME

---

## **CONTRACT DOCUMENTS (CD)**

### **BID AND ACCEPTANCE FORM (BA)**

BA01 Identification

BA02 Business Name and Address of Bidder

BA03 The Offer

BA04 Bid Validity Period

BA05 Acceptance and Contract

BA06 Construction Time

BA07 Bid Security

BA08 Signature

**APPENDIX 1 - COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS OF THE BIDDER**

**APPENDIX 2 - INSTITUTIONAL ACCESS CPIC CLEARANCE REQUEST**

---

## **SPECIAL INSTRUCTIONS TO BIDDERS (SI)**

### **SI01 BID DOCUMENTS**

1. The following are the bid documents:
  - a. Invitation to Tender - Page 1;
  - b. Special Instructions to Bidders;
  - c. General Instructions to Bidders R2710T (2012-11-19);
  - d. Clauses & Conditions identified in Contract Documents;
  - e. Drawings and Specifications;
  - f. Bid and Acceptance Form and related Appendice(s); and
  - g. Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

2. General Instructions to Bidders is incorporated by reference and is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:  
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

### **SI02 ENQUIRIES DURING THE SOLICITATION PERIOD**

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in GI16 of R2710T General Instructions to Bidders, enquiries should be received no later than five (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
3. All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the Invitation to Tender - Page 1. Failure to comply with this requirement may result in the bid being declared non-responsive.

**SI03 SITE VISIT**

There will be a site visit on May 2, 2013 at 10:00 am. Interested bidders are to meet at Main Entrance of the Springhill Institution, Springhill, Nova Scotia.

There is a security clearance required to attend this site visit. ALL interested bidders, regardless of current clearance level, must submit the Institutional Access CPIC Clearance request form located in Appendix 2 of this solicitation document and submit to Anne MacDonald by fax at (902) 566-7514 or e-mail [anne.macdonald@pwgsc-tpsgc.gc.ca](mailto:anne.macdonald@pwgsc-tpsgc.gc.ca). These must be received by 2:00 pm, April 25, 2013. Separate clearance checks are required for each facility. No cameras, cellphones or tobacco products are permitted on the site.

**SI04 REVISION OF BID**

A bid may be revised by letter or facsimile in accordance with GI11 of R2710T General Instructions to Bidders. The facsimile number for receipt of revisions is (902) 566-7514.

**SI05 BID RESULTS**

1. A public bid opening will be held in the office designated on the Front Page Invitation to Tender for the receipt of bids shortly after the time set for solicitation closing.
2. Following solicitation closing, bid results may be obtained by calling at telephone No. (902) 566-7520.

**SI06 INSUFFICIENT FUNDING**

In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may

- a. cancel the solicitation; or
- b. obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; and/or
- C. negotiate a reduction in the bid price and/or scope of work of not more than 15% with the Bidder submitting the lowest compliant bid. Should an agreement satisfactory to Canada not be reached, Canada shall exercise option (a) or (b).

## **SI07 BID VALIDITY PERIOD**

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
2. If the extension referred to in paragraph 1. of SI07 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
3. If the extension referred to in paragraph 1. of SI07 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either
  - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
  - b. cancel the invitation to tender.
4. The provisions expressed herein do not in any manner limit Canadas rights in law or under GI12 of R2710T General Instructions to Bidders .

## **SI08 CONSTRUCTION DOCUMENTS**

The successful Contractor will be provided with one paper copy of the sealed and signed drawings, the specifications and the amendments upon acceptance of the offer. Additional copies, up to a maximum of one (1), will be provided free of charge upon request by the Contractor. Obtaining more copies shall be the responsibility of the Contractor including costs.

## **SI09 WEB SITES**

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Treasury Board Appendix L, Acceptable Bonding

Companies <http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&section=text#appL>

Contracts Canada (Buy and Sell) <https://www.achatsetventes-buyandsell.gc.ca/eng/welcome>

Canadian economic sanctions <http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC

2913) <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

---

**Bid Bond (form PWGSC-TPSGC 504)**

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf>

**Performance Bond (form PWGSC-TPSGC**

**505)**<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505.pdf>

**Labour and Material Payment Bond (form PWGWSC-TPSGC 506)**

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/506.pdf>

**Certificate of Insurance (form PWGSC-TPSGC**

**357)**<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/357.pdf>

**Standard Acquisition Clauses and Conditions (SACC) Manual**

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

**Schedules of Wage Rates for Federal Construction**

**Contracts**[http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment\\_standards/contracts/schedule/index.shtml](http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml)

**PWGSC, Industrial Security Services** <Http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

**PWGSC, Code of Conduct and Certifications**

<Http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/index-eng.html>

**PWGSC Consent to a Criminal Record Verification (PWGSC-TPSGC 229)**

<Http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/229.pdf>

## CONTRACT DOCUMENTS (CD)

1. The following are the contract documents:
  - a. Contract Page when signed by Canada;
  - b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
  - c. Drawings and Specifications;
  - d. General Conditions and clauses
 

GC1	General Provisions	R2810D	(2012-11-19).
GC2	Administration of the Contract	R2820D	(2012-07-16);
GC3	Execution and Control of the Work	R2830D	(2010-01-11);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2850D	(2010-01-11);
GC6	Delays and Changes in the Work	R2860D	(2012-07-16);
GC7	Default, Suspension or Termination of Contract	R2870D	(2008-05-12);
GC8	Dispute Resolution	R2880D	(2012-07-16);
GC9	Contract Security	R2890D	(2012-07-16);
GC10	Insurance	R2900D	(2008-05-12);
	Supplementary Conditions		
	Insurance Terms	R2910D	(2008-12-12);
	Fair Wages and Hours of Labour - Labour Conditions	R2940D	(2012-07-16);
	Allowable Costs for Contract Changes Under GC6.4.1	R2950D	(2007-05-25);
	Schedules of Wage Rates for Federal Construction Contracts;		
  - e. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
  - f. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
  - g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:  
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>
3. Schedules of Wage Rates for Federal Construction Contracts is included by reference and May be accessed from the Web site:

[http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment\\_standards/contracts/schedule/index.shtml](http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml).



Solicitation No. - N° de l'invitation

21C22-140001/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

Client Ref. No. - N° de réf. du client

21C22-140001

File No. - N° du dossier

PWC-3-36004

CCC No./N° CCC - FMS No/ N° VME

---

4. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

Solicitation No. - N° de l'invitation

21C22-140001/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

Client Ref. No. - N° de réf. du client

21C22-140001

File No. - N° du dossier

PWC-3-36004

CCC No./N° CCC - FMS No/ N° VME

---

## **BID AND ACCEPTANCE FORM (BA)**

### **BA01 IDENTIFICATION**

21C22-140001

Electrical - Dust Collections Systems

Building 12, 18 & 19, Springhill Institution

Springhill, Nova Scotia

### **BA02 BUSINESS NAME AND ADDRESS OF BIDDER**

Name:

---

Address:

---

---

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ PBN: \_\_\_\_\_

### **BA03 THE OFFER**

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the Total Bid Amount of

\$ \_\_\_\_\_ excluding GST/HST.  
(amount in numbers)

### **BA04 BID VALIDITY PERIOD**

The bid shall not be withdrawn for a period of 30 days following the date of solicitation closing.

### **BA05 ACCEPTANCE AND CONTRACT**

Upon acceptance of the Contractors offer by Canada, a binding Contract shall be formed between Canada and the Contractor. The documents forming the Contract shall be the contract documents identified in Contract Documents (CD).

Solicitation No. - N° de l'invitation

21C22-140001/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

Client Ref. No. - N° de réf. du client

21C22-140001

File No. - N° du dossier

PWC-3-36004

CCC No./N° CCC - FMS No/ N° VME

---

## **BA06 CONSTRUCTION TIME**

The Contractor shall perform and complete the Work within eighteen (18) weeks from the date of notification of acceptance of the offer.

## **BA07 BID SECURITY**

The Bidder is enclosing bid security with its bid in accordance with GI09 - Bid Security Requirements of R2710T - General Instructions to Bidders.

## **BA08 SIGNATURE**

Name and title of person authorized to sign on behalf of Bidder (Type or print)

---

Signature

Date

Solicitation No. - N° de l'invitation

21C22-140001/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

Client Ref. No. - N° de réf. du client

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

21C22-140001

PWC-3-36004

---

## **APPENDIX 1**

**COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS OF THE  
BIDDER**

**NOTE TO BIDDERS**

**WRITE DIRECTORS SURNAMES AND GIVEN NAMES IN BLOCK LETTERS**

Solicitation No. - N° de l'invitation

21C22-140001/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

Client Ref. No. - N° de réf. du client

21C22-140001

File No. - N° du dossier

PWC-3-36004

CCC No./N° CCC - FMS No/ N° VME

---

## **APPENDIX 2**

### **INSTITUTIONAL ACCESS CPIC CLEARANCE REQUEST**