

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des
soumissions - TPSGC
11 Laurier St./11 rue Laurier
Place du Portage, Phase III
Core 0A1 / Noyau 0A1
Gatineau, Québec K1A 0S5

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
Construction Services Division/Division des services
de construction
11 Laurier St./11 Rue Laurier
3C2, Place du Portage
Phase III
Gatineau, Québec K1A 0S5

Title - Sujet War Memorial/Monument commémoratif	
Solicitation No. - N° de l'invitation EP076-141475/A	Date 2013-11-14
Client Reference No. - N° de référence du client 20141475	GETS Ref. No. - N° de réf. de SEAG PW-\$\$FG-206-63895
File No. - N° de dossier fg206.EP076-141475	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-12-13	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Le Blanc, Denise	Buyer Id - Id de l'acheteur fg206
Telephone No. - N° de téléphone (819) 956-2701 ()	FAX No. - N° de FAX (819) 956-8335
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: National War Memorial/ Monument commémoratif de guerre Confederation Square/ Place de la Confédération Ottawa, Ontario	

Instructions: See Herein

Instructions: Voir aux présentes

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

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INVITATION TO TENDER

2 envelope ITT

IMPORTANT NOTICE TO BIDDERS

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

For further instructions please consult "Special Instruction to Bidders", SI12, "Security related requirements" and "Supplementary Conditions" SC01 "Security related requirements".

TWO-ENVELOPE BID

This Bid shall be submitted following a "two-envelope" procedure. Refer to SI05 of the Special Instructions to Bidders.

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GENERAL INSTRUCTIONS TO BIDDERS (GI) - R2710T (2013-06-27)

The following sections of clause R2710T are set out in Web site;

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

GI01	Code of Conduct and Certification - Bid
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APPENDIX 1 - COMBINED PRICE FORM

APPENDIX 2 - COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS OF THE BIDDER

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ANNEX "D" - Security Requirement Check List (SRCL)

SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI01 INTRODUCTION

1. Public Works and Government Services Canada (PWGSC) intends to retain a Contractor to provide construction services for the project as set out in this Invitation to tender (ITT).
2. Bidders responding to this ITT are requested to submit a full and complete quotation (refer to SI05 'Submission of Bid'). The bid will cover not only the qualifications, experience and organization of the Bidder (Envelope 1 - Qualifications), but also the pricing and terms offered (Envelope 2 - Price).

SI02 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 (2013-06-27);
 - d. Supplementary Conditions;
 - e. Submission Requirements and Evaluation;
 - f. Bid and Acceptance Form and related Appendice(s) and Annexe(s);
 - g. Clauses & Conditions identified in "Contract Documents";
 - h. Drawings and Specifications;
 - i. 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>

SI03 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 GI15 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.

SI04 SITE VISIT

1. There will be an optional site visit on November 21st, 2013 at 10:00 AM. Interested bidders are to meet at the South Side of the National War Monument, Confederation Square, Ottawa, Ontario.

SI05 SUBMISSION OF BID**Section G109 of R2710T is replaced by the following:**

1. The bid shall be submitted following a "two-envelope" procedure in which the Bidder submits the Qualifications Form and any required associated document(s) in envelope 1 and the Bid and Acceptance Form and any required associated document(s) in a envelope 2. Both envelopes shall be enclosed and sealed together in a third envelope, the bid envelope. All envelopes are to be provided by the Bidder.
2. The bid envelope shall be addressed and submitted to the office designated on the Front Page "Invitation to Tender" for the receipt of the bids. The bid must be received on or before the date and time set for solicitation closing. Prior to submitting the bid, the Bidder shall ensure that the following information is clearly printed or typed on the face of the bid envelope:
 - a. Solicitation Number;
 - b. Name of Bidder;
 - c. Return address; and
 - d. Closing Date and Time.
3. The **Appendix 2 and Appendix 3 (Qualification including Annexes A, B, and C)**, and any required associated document(s), shall be enclosed and sealed in Envelope 1 with the following information clearly printed or typed on the face of the envelope:
 - a. **ENVELOPE 1;**
 - b. Solicitation Number; and
 - c. Name of Bidder.
4. The Bid and Acceptance Form, and any required associated document(s), shall be enclosed and sealed in Envelope 2 with the following information clearly printed or typed on the face of the envelope:
 - a. **ENVELOPE 2 - PRICE;**
 - b. Solicitation Number; and
 - c. Name of Bidder.

The bid shall be in Canadian currency. Exchange rate fluctuation protection is not offered. Any request for exchange rate fluctuation protection shall not be considered.

5. Timely and correct delivery of bids is the sole responsibility of the Bidder.

SI06 REVISION OF BID

1. A bid may be revised by letter or facsimile in accordance with G110 of R2710T of the "General Instructions to Bidders". The facsimile number for receipt of revisions is 819-956-1459.

SI07 OPENING OF BIDS / EVALUATION

1. There will be no public opening.
2. Envelope 1 - Qualification Form - will be opened in private : this envelope will be opened first to evaluate the submittal requirements. Failure to meet the mandatory requirements will render the bid non-compliant and no other consideration will be given to the bid. Envelope 2 will be returned to the bidder.
3. Envelope 2 - Price: Only those envelopes from Bidders that meet all requirements of the Qualifications shall be opened. Submittals will be evaluated against all other requirements, failure to comply with any or all requirement(s) will render the bid non-compliant and no other consideration will be given to the bid.
4. The responsive bid carrying the lowest price will be recommended for contract award.

SI08 COMPLETION OF SUBMISSION

1. The Bidder shall base the Bid on the applicable bid documents listed in the Special Instructions to Bidders. It is the responsibility of the Bidder to obtain clarification on any terms, conditions or technical requirements contained in this document.

SI09 INSUFFICIENT FUNDING

1. 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).

SI10 DEBRIEFINGS

1. After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

SI11 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 SI12 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 SI12 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 Canada's rights in law or under GI11 of R2710T "General Instructions to Bidders".

SI12 SECURITY RELATED REQUIREMENTS

1. **At bid closing, the Bidder must hold a valid Security Clearance** as indicated in section SC01 of the Supplementary Conditions. Failure to comply with this requirement will render the Bid non-compliant and no further consideration will be given to the Bid.
2. The Successful Bidder's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC01 of the Supplementary Conditions. **Individuals who do not have the required level of security will not be allowed on site.** It is the responsibility of the successful bidder to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful bidder's non-compliance with the mandatory security requirement.
3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

SI13 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§ion=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>

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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

PWGSC, Industrial Security Services [Http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html](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](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](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/229.pdf)

SUPPLEMENTARY CONDITIONS (SC)

SC01 SECURITY REQUIREMENTS

The following security requirement (SRCL and related clauses) applies and form part of the Contract.

1. The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of SECRET, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of SECRET, granted or approved by CISD/PWGSC.
3. The Contractor MUST NOT remove any CLASSIFIED information from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
5. The Contractor must comply with the provisions of the:
 - (a) Security Requirements Check List attached at Annex "D"; and,
 - (b) Industrial Security Manual (Latest Edition).

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	(2013-04-25);
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	(2013-04-25);
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);
- 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.

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

BID AND ACCEPTANCE FORM (BA)

BA01 IDENTIFICATION - R.009716.012 - Structural Upgrade, National War Memorial, Confederation Square, Ottawa, Ontario.

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 INDICATED IN APPENDIX 1.**

BA04 BID VALIDITY PERIOD

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

BA05 ACCEPTANCE AND CONTRACT

Upon acceptance of the Contractor's 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).

BA06 CONSTRUCTION TIME

The Contractor shall perform and complete the Work 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 GI08 - 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

APPENDIX 1 - COMBINED PRICE FORM (1 page)

- 1) The prices per unit shall govern in establishing the Total Extended Amount. Any arithmetical errors in this Appendix will be corrected by Canada.
- 2) Canada may reject the bid if any of the prices submitted do not reasonably reflect the cost of performing the part of the work to which that price applies.

LUMP SUM

The Lump Sum Amount designates Work to which a Lump Sum Arrangement applies.

- (a) Work included in the Lump Sum Amount represents all work not included in the unit price table.

LUMP SUM AMOUNT (LSA) Excluding applicable taxes	
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UNIT PRICE TABLE

The Unit Price Table designates Work to which a Unit Price Arrangement applies.

- (a) Work included in each item is as described in the referenced specification section.
- (b) The Price per Unit shall not include any amounts for Work that is not included in that unit price Item.

Item	Specification Reference	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price per Unit applicable taxes extra (PU)	Extended amount (EQ x PU) applicable taxes extra
1	31 43 13	Drilling of overburden	Lin. Metre	40		
2	31 43 13	Placing of Grout	m3	60		
3	31 43 13	Cement	No. Of bags used (25 Kg)	4,000		
4	31 43 13	Sand and bulk fillers	m3	40		
5	31 43 13	Admixtures	Kg	100		
TOTAL EXTENDED AMOUNT (TEA) Excluding applicable taxes						

TOTAL BID AMOUNT

TOTAL BID AMOUNT (LSA +TEA) Excluding applicable taxes	
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APPENDIX 2 - COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS OF THE BIDDER

***NOTE TO BIDDERS
WRITE DIRECTOR'S SURNAMES AND GIVEN NAMES***

APPENDIX 3 - QUALIFICATION FORM

Bidder must submit one (1) original and three (3) copies of the Qualifications Form and any required associated document(s). The paper size should be 216mm x 279mm (8.5" x 11") and the submittal should not exceed twenty (20) pages.

EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation

1.1 This section outlines the information contractors are required to submit. To qualify, contractors must meet the mandatory requirements set out in this document. Submissions not meeting the Mandatory Requirements will not be given any further consideration. Requirements shall be evaluated according to the criteria and point rating table.

1.2 The evaluation will be based solely on the content of the responses and any correctly submitted amendment. No assumptions should be made that the Crown has any previous knowledge of the Contractor's qualifications other than that supplied pursuant to this solicitation.

2. Evaluation of Submissions

2.1 To be declared responsive a submission must:

- a) meet all mandatory requirements; and,
- b) meet the required overall minimum score of 60% for the point-rated criteria.

2.2 Submissions **NOT** meeting 3.1 Mandatory Requirements will be declared non-responsive and will not be given any further consideration. Responsive submissions will be evaluated and assigned a score based on the evaluated requirements refer to 3.2, and 3.3..

3. Submission Requirements and Evaluation

The following requirements will be evaluated and rated by an Evaluation Board. A minimum of technical experience points must be met as specified in article 4. Basis of Selection.

3.1 Mandatory Requirements

It is a requirement that the contractor has a minimum of five (5) years experience as a General Contractor implementing construction projects involving similar scope of work as described in the technical documents.

This experience shall be demonstrated as follows:

(a) Project Letter of Reference

Provide with the solicitation, two (2) letters of reference confirming your past experience in working with projects worth at least \$1,500,000.00 (HST excluded). One project must have been completed within the past five (5) years and have included concrete and grout installation, concrete formwork, sewer & drainage, electrical work and landscape work. For each reference or project quoted, the contractor must complete and submit the attached form at Annex "A" for each project(s).

(b) Project Manager's Reference

Clearly demonstrate that the Contractor has under his services a project manager with the skills required for the project at hand or similar. Proof of the project manager's experience on projects valued at over \$1,500,000.00 (HST excluded) must be provided.

- i. **Provide proof of the experience** and satisfactory performance of the project manager(s) listed and quote one (1) project in the last five (5) years in which the project manager was responsible for work valued at \$1,500,000 or more (HST excluded). For each reference or project quoted, the Contractor must complete and submit the attached form at Annex "B" for each project manager(s) reference.

- ii. **Résumé of Project Manager(s)** should be included as annex(es) to the submission.

(c) Superintendent's Reference

Clearly demonstrate that the Contractor has under his services a superintendent(s) with the skills required for the project at hand or similar. Proof the superintendent's experience on jobs valued at \$1,500,000.00 / or more (HST excluded) must be provided.

- i. **Provide proof of the experience** and satisfactory performance of the superintendent(s) listed and quote one (1) project in the last five (5) years in which the superintendent was responsible for work valued at \$1,500,000.00 or more (HST excluded). For each reference or project quoted, the Contractor must fill out the attached form at Annex "C" for each superintendent(s) reference.

- ii. **Résumé of Superintendent(s)** should be included as annex(es) to the submission.

POINT RATED REQUIREMENTS

3.2 MANAGEMENT ORGANIZATION (50 pts)

Proof that the contractor can provide all the labour needed to offer all the services sought. Information and documents to accompany solicitation to assist evaluation on this criterion:

3.2.1 Contractor General Organization (25 pts)

a) The Contractor should demonstrate that his organization pattern possesses the necessary administrative and technical resources to execute projects of projected magnitude. It is expected that Contractor will have established relationships with creditable sub-contractors to obtain personnel with the required skills and expertise and also expected that the entire workforce assembled has the required expertise for the project at hand.

b) The Contractor should demonstrate how his organization pattern enables him to successfully execute the eventual works in conformity with the project cost, schedule and quality requirements.

c) Experience of Personnel. The contractor should demonstrate the recent experience of proposed personnel in line with the requirements for six (6) resources as identified below. The Contractor must demonstrate experience of the proposed resources working in the Canadian or North American construction environment. This includes demonstrating familiarity and experience with the Canadian Building Codes, Canadian construction materials and Canadian Electrical and Mechanical Codes.

List of Resources

Contractors should propose personnel in accordance with the table below:

	Full name of Proposed Resource	# of years of Experience
Concrete & Grout Installer		
Concrete & Grout Supplier		
Concrete Formwork		
Landscaper		
Sewer & Drainage		
Electrical		

3.2.2 Description of Methods (10 pts)

Description of the methods the Contractor shall use to supervise, monitor and manage the key personnel to ensure that the work requirements are met (schedule planning and control, cost planning and control, quality planning and control).

3.2.3 Risk Management System (10 pts)

- a) The Contractor should demonstrate its ability to identify risks related to the execution of the projected kind of projects, and to develop mitigation measures compatible with the project requirements.
- b) The Contractor should demonstrate its ability to manage and co-ordinate simultaneously several subcontractors or several minor projects.

3.2.4. Conflict resolution system (5 pts)

Description of the Contractor's procedures for solving problems on work site, i.e. Management and resolution of conflicts. Give examples of situation where conflicts are properly managed and solved in similar projects.

3.3 QUALITY ASSURANCE (50 pts)

Demonstration that the Contractor will strictly comply with quality standards.

3.3.1 Contractor commitment to ensuring quality services by providing (25 pts):

- a) Description of quality control policy and objectives. The Contractor must provide a copy of his Quality Policy and explain how such policy is applied and integrated to a construction project.

- b) Diagram of the quality plan, specifying interactions, practices and means used and the sequence of activities and processes. This diagram must demonstrate the quality control system on the construction site and the corresponding follow-up in the office.

3.3.2 Contractor procedures for maintaining and improving service quality by demonstrating which measures will be implemented to satisfy PWGSC, including, but not limited to, the following requirements **(25 pts)**:

Points to be attributed based on the quality of procedures and the quality offered by the Contractor:

- Meeting deadlines
- Ensuring work quality
- Complying with drawings and specifications
- Maintaining project schedule
- Managing schedule slippage
- Maintaining a neat construction site and disposing of waste
- Being environmentally responsible
- Ensuring safety and health on the construction site
- Producing reliable minutes of construction site meetings and ensuring follow-up
- Negotiating in good faith any changes to the scope of the work

3.4 Point Rated Criteria Table (100 points)

The evaluation grid is to assist the Contractor to address all requirements for the proposed submission and is to be used as a guideline only.

		Pts		Pts	Min Score
3.2 Management Organization					
	General Organization	25			
			Mgt Resources		
			Cost / Schedule /Quality		
			Personnel		
	Description of Methods	10			
	Risk Management	10			
			Risk response		
			Multi projects / subs		

	Conflict Resolution	5			
	Subtotal	50		50	30
3.3 Quality Assurance	50 points				
	Contractor Commitment	25			
			Policy		
			Plan		
	Procedures	25			
	Subtotal	50		50	30
			Total Points Available	100	Minimum 60

3.5 Basis of Selection

The contractor who has met all the mandatory requirements and obtained the passing mark for the point rated criteria and is offering the lowest price will be recommended for award.

ANNEX "A" - PROJECT LETTER OF REFERENCE

The project that is presented by the Contractor must demonstrate the following requirements:

1. Project executed for a governmental, para-governmental, institutional, commercial or industrial client,
2. Project initial value was at least \$1, 500,000.00 (HST excluded),
3. One project must have been completed within the past five (5) years and have included concrete and grout installation, concrete formwork, sewer & drainage, electrical work and landscape work.

This hereby confirms that the following contractor: _____

executed the work for the following project: _____

This project meets all the above requirements. The specified work was carried out to our satisfaction, in accordance with terms and conditions of the contract, and With respect to the mutually agreed schedule and budget.

Summary of work done on project: _____

Client Name

Title

Signature

Contractor Name

Telephone

Date

Initial Contract value (including HST)

Final Contract Value (including HST)

Original expected Contract Completion date

Actual Contract Completion Date

ANNEX "B" - PROJECT MANAGER'S REFERENCE

The Contractor must submit the following information, for each quoted reference.

Name of the proposed Project Manager (Block letters) _____

Client name: _____
(Ministry or Business name)

Client contact

Name: _____ Title: _____

Phone: _____ E-mail: _____

Project or Contract

Project or contract title : _____

Address: _____

Value of project or contract: _____

Date & duration of completion of the work (date & year): _____

Description of project or contract: _____

Responsibilities: _____

Solicitation No. - N° de l'invitation

EP076-141475/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

fg206

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

20141475

File No. - N° du dossier

fg206EP076-141475

CCC No./N° CCC - FMS No/ N° VME

ANNEX "C" - SUPERINTENDENT'S REFERENCE

The Contractor must submit the following information, for each quoted reference.

Name of the proposed Superintendent (Block letters): _____.

Client name: _____
(Ministry I business name)

Project or Contract

Project or contract title : _____

Address: _____

Value of project or contract: _____

Date & duration of completion of the work (date & year): _____

Description of project or contract: _____

Responsibilities: _____

Solicitation No. - N° de l'invitation

EP076-141475/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

fg206

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

20141475

File No. - N° du dossier

fg206EP076-141475

CCC No./N° CCC - FMS No/ N° VME

ANNEX "D"
Secuirty Requirement Check List (SRCL)



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

EP076141475

Security Classification / Classification de sécurité
UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE	
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine	Public Works and Government Services Canada
2. Branch or Directorate / Direction générale ou Direction	RPT 4
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Structural Upgrade for the National War Memorial	
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis	
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c) <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Non Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
7. e) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès	
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>
Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion	
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>	
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of Information / Niveau d'information	
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>
SECRET <input checked="" type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	
	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
	SECRET SECRET <input type="checkbox"/>
	TOP SECRET TRÈS SECRET <input type="checkbox"/>
	TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

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Security Classification / Classification de sécurité
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Canada



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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité:

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
Non Oui

Short title(s) of material / Titre(s) abrégé(s) du matériel:

Document Number / Numéro du document:

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

☐ RELIABILITY STATUS
COTE DE FIABILITÉ

☐ CONFIDENTIAL
CONFIDENTIEL

☒ SECRET
SECRET

☐ TOP SECRET
TRÈS SECRET

☐ TOP SECRET - SIGINT
TRÈS SECRET - SIGINT

☐ NATO CONFIDENTIAL
NATO CONFIDENTIEL

☐ NATO SECRET
NATO SECRET

☐ COSMIC TOP SECRET
COSMIC TRÈS SECRET

☐ SITE ACCESS
ACCÈS AUX EMPLACEMENTS

Special comments:

Commentaires spéciaux:

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes
Non Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes
Non Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes
Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes
Non Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes
Non Oui

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PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO CIRCULATION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COMINT TOP SECRET CONFIDENTIAL TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information / Assets Renseignements / Biens Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).