



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS A:  
Bid Receiving/Réception des  
sousmissions**

RCMP / GRC  
Procurement & Contracting services  
c/o Commissionaires, F Division  
6101 Dewdney Avenue  
Regina, SK S4P 3K7

**Facsimile Number for Amendments:**  
(306) 780-3466

**INVITATION TO TENDER  
APPEL D'OFFRES**

**Tender to: Royal Canadian Mounted Police**  
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: Gendarmerie royale du Canada**  
Nous offrons par la présente de vendre à Sa Majesté le 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 sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaries**

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

**Facsimile No. - No de télécopieur:**

**Telephone No. - no de téléphone:**

<b>Title-Sujet: Window Replacement in B Block, Depot, Regina, SK</b>	
<b>Solicitation No. - No. de l'invitation</b> M5000-4-4625/A	<b>Date</b> 16 December 2013
<b>Client Reference No. - No. De Référence du Client</b> 1004379	
<b>GETS Reference No. - No. de Référence de SEAG</b> PW-13-00549667	
<b>Solicitation Closes -L'invitation prend fin</b> <b>at - à 2 :00 pm Central Standard Time</b> <b>on - le 07 January 2014</b>	
<b>F.O.B. - F.A.B.</b> Destination	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Bonny Manz, Senior Contracting Officer	
<b>Telephone No. - No de téléphone</b> (306) 780-3352	<b>Fax No. - N° de FAX:</b> (306) 780-3466
<b>Destination of Goods, Services, and Construction:</b> <b>Destinations des biens, services et construction:</b> Royal Canadian Mounted Police 5600 – 11 <sup>th</sup> Avenue Regina, SK S4P 3J7	
<b>This document does not contain a PERSONNEL SECURITY Clearance requirements</b>	
<b>Delivery Required - Livraison exigée:</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur</b>	



## **IMPORTANT NOTICES TO BIDDERS**

### **REFERENCE TO PWGSC**

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, are set out in the Standard Acquisition Clauses and Conditions Manual (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) and are to be replaced with the Royal Canadian Mounted Police (RCMP).

### **THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT**

### **CLAUSES REFERRED TO BY NUMBER (I.E. R2890D) CAN BE FOUND AT THE FOLLOWING WEB SITE**

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/all>)(to proceed with a search insert clause reference number in "ID contains" box)

### **CONTRACT SECURITY**

The required amount of a security deposit or a letter of credit is established at 20% of the contract amount with no maximum. See GC9.2 of R2890D – Contract Security. Please note that Security Deposits and Letters of Credit are no longer accepted in combination with Labour and Material Payment Bonds.

### **CERTIFICATE OF INSURANCE**

All references to the Certificate of Insurance (form PWGSC-TPSGC 357) in the instructions, general terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, and set out in the Standard Acquisition Clauses and Conditions Manual (<http://publiservice-app.pwgsc.gc.ca/forms/pdf/357.pdf>), are to be replaced with the "RCMP CERTIFICATE OF INSURANCE / ATTESTATION D'ASSURANCE - GRC" attached in Appendix 1. (To be completed by the Insurer – À être complété par l'Assureur)

### **INSURANCE TERMS**

The Insurance Terms for this solicitation are amended. Refer to the Supplementary Conditions.

### **LIMITATION OF LIABILITY**

PWGSC is limiting the Contractor's first party liability for work in Low Rise, High Rise and Heritage Buildings. See changes to GC1.6 "Indemnification by the Contractor" of R2810D in the Supplementary Conditions.



## TABLE OF CONTENTS

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

- SI01 Bid Documents
- SI02 Enquiries During the Solicitation Period
- SI03 Optional Site Visit
- SI04 Revision of Bid
- SI05 Bid Results
- SI06 Insufficient Funding
- SI07 Bid Validity Period
- SI08 Construction Documents
- SI09 Security Clearance
- SI10 Conflict of Interest – Unfair Advantage
- SI11 Web Sites

### **GENERAL INSTRUCTIONS TO BIDDERS (GI) - R2710T (2011-05-16)**

The following GI's 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> (to proceed with a "search" insert R2710T in the ID box)

- GI01 Code of Conduct for Procurement
- 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 Acceptance 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



**SUPPLEMENTARY CONDITIONS (SC)**

- SC01 Security Access Requirements for Canadian Contractors
- SC02 Limitation Of Liability
- SC03 Insurance Terms
- SC04 Submission of Bid
- SC05 Mandatory Health and Safety

**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

**ANNEX A – SPECIFICATIONS**

**ANNEX B - DRAWINGS**

**APPENDIX 1 – RCMP CERTIFICATE ON INSURANCE / ATTESTATION D'ASSURANCE – GRC**



## **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 (2011-05-16);
  - 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 are 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/all>

### **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 G116 of R2710T "General Instructions to Bidders", enquiries should be received no later than seven (7) 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 OPTIONAL SITE VISIT**

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for a tour of the work site. The site visit will be held on, 23 December 2013 at 1:30 p.m. meeting at Fort Dufferin Reception, accessible through the Dewdney Avenue Entrance, Bonner Drive. Bidders may be requested to sign an attendance form. Bidders who do not attend or send a representative will not be given an alternative appointment, but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation, resulting from the site visit, will be included as an amendment to the bid solicitation.



**SI04 REVISION OF BID**

1. 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 (306) 780-3466.

**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 the bid receiving office at Telephone No. (306) 780-3352.

**SI06 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).

**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 Canada's rights in law or under GI12 of R2710T "General Instructions to Bidders".



#### **SI08 CONSTRUCTION DOCUMENTS**

1. 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 SECURITY CLEARANCE**

1. The Contractor MUST:
  - a) ensure all persons complete the Appendix 2 – Personnel Screening, Consent and Authorization Form who will be working on site as requested by the RCMP representative. Fingerprinting may be required. This information must be provided on request.
  - b) ensure that all persons working on site hold a valid Facility Access with escort security clearance issued by RCMP Departmental Security.

#### **SI10 CONFLICT OF INTEREST – UNFAIR ADVANTAGE**

1. In order to protect the integrity of the procurement process, bidders are advised that Canada may reject a bid in the following circumstances:
  - a. if the Bidder, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the bid solicitation or in any situation of conflict of interest or appearance of conflict of interest;
  - b. if the Bidder, any of its subcontractors, any of their respective employees or former employees had access to information related to the bid solicitation that was not available to other bidders and that would, in Canada's opinion, give or appear to give the Bidder an unfair advantage.
2. The experience acquired by a bidder who is providing or has provided the goods and services described in the bid solicitation (or similar goods or services) will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This bidder remains however subject to the criteria established above.
3. Where Canada intends to reject a bid under this section, the Contracting Authority will inform the Bidder and provide the Bidder an opportunity to make representations before making a final decision. Bidders who are in doubt about a particular situation should contact the Contracting Authority before bid closing. By submitting a bid, the Bidder represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Bidder acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.



## SI11 WEB SITES

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>

Labor and Material Payment Bond (form PWGSC-TPSGC 506)

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

SACC Manual

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

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>





## **SUPPLEMENTARY CONDITIONS (SC)**

### **SC01 SECURITY ACCESS REQUIREMENTS FOR CANADIAN CONTRACTORS**

1. Ensure that all persons working on site hold a valid Facility Access 2 security clearance issued by RCMP Departmental Security.

### **SC02 LIMITATION OF LIABILITY**

GC1.6 of R2810D is deleted and replaced with the following:

GC1.6 Indemnification by the Contractor

1. The Contractor shall indemnify and save Canada harmless from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings whether in respect to losses suffered by Canada or in respect of claims by any third party, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by, or attributable to the activities of the Contractor in performing the Work, provided such claims are caused by the negligent or deliberate acts or omissions of the Contractor, or those for whom it is responsible at law.
2. The Contractor's obligation to indemnify Canada for losses related to first party liability shall be limited to:
  - a) In respect to each loss for which insurance is to be provided pursuant to GC10.1 "Insurance Contracts" of R2900D, the Commercial General Liability insurance limit for one occurrence as referred to in the "Insurance Terms" of R2910D.
  - b) In respect to losses for which insurance is not required to be provided in accordance with GC10.1 "Insurance Contracts" of R2900D, the greater of the Contract Amount or \$5,000,000, but in no event shall the sum be greater than \$20,000,000.

The limitation of this obligation shall be exclusive of interest and all legal costs and shall not apply to any infringement of intellectual property rights or any breach of warranty obligations.

3. The Contractor's obligation to indemnify Canada for losses related to third party liability shall have no limitation and shall include the complete costs of defending any legal action by a third party. If requested by Canada, the Contractor shall defend Canada against any third party claims.
4. The Contractor shall pay all royalties and patent fees required for the performance of the Contract and, at the Contractor's expense, shall defend all claims, actions or proceedings against Canada charging or claiming that the Work or any part thereof provided or furnished by the Contractor to Canada infringes any patent, industrial design, copyright trademark, trade secret or other proprietary right enforceable in Canada.
5. Notice in writing of a claim shall be given within a reasonable time after the facts, upon which such claim is based, became known.



### **SC03 INSURANCE TERMS**

1. Exception to R2910D Insurance Terms; IT1.1 Proof of Insurance
2. RCMP'S FORM - RCMP CERTIFICATE OF INSURANCE / ATTESTATION D'ASSURANCE – GRC is to be used. See **APPENDIX 1**

### **SC04 SUBMISSION OF BID**

1. Addition to R2710T General Instructions to Bidders; GI09 Submission of Bid.
2. Copies of first page of amendment(s) to be submitted with bid, duly signed/initialed, verifying proof of receipt.

### **SC05 MANDATORY HEALTH AND SAFETY**

FOR WORK IN SASKATCHEWAN

#### **1. EMPLOYER/PRIME CONTRACTOR**

- 1.1. The Contractor shall, for the purposes of the Occupational Health and Safety Act and Regulations, and for the duration of the Work of the Contract:
  - 1.1.1. act as the Employer, where there is only one employer on the work site, in accordance with the Authority Having Jurisdiction;
  - 1.1.2. assume the role of Contractor/Principal Contractor/Constructor, where there are two or more employers involved in work at the same time and space at the work site, in accordance with the Authority Having Jurisdiction; and
  - 1.1.3.. agree, in the event of two or more Contractors working at the same time and space at the work site, without limiting the GC3 - Execution and Control of Work GC 3.7, to the Project Manager's order \* to:
    - 1.1.3.1. assume, as the Principal Contractor, the responsibility for the Canada's other Contractor(s); or
    - 1.1.3.2. accept that Canada's other Contractor is Principal Contractor and conform to that Contractor's Site Specific Health and Safety Plan.

\* "order definition": after contract award, Contractor is ordered by a Change Order



## **2. WORKERS COMPENSATION BOARD AND SAFETY PROGRAM**

- 2.1. The recommended Tenderer shall provide to the Contracting Authority, prior to Contract Award:
  - 2.1.1. A Workers Compensation Board Statement of Injury Cost Supplement;
  - 2.1.2. a Workers Compensation Board letter of good standing,, also listing covered Directors, Principals, Proprietor(s) or Partners who will be or will be or who are anticipated to be present on the work site(s); and
  - 2.1.3. a Certificate of Recognition (COR) or Registered Safety Plan (RSP) acceptable to the Authority Having Jurisdiction (AHJ). A health and safety policy and program, as required by the respective provincial/territorial Occupational Health and Safety Act, will be acceptable in lieu of a COR or RSP.
- 2.2 The recommended Tenderer shall deliver all of the above documents to the Contracting Authority on or before the date stated (usually 3-5 days after notification) by the Contracting Authority. Failure to comply will result in a breach of promise/disqualification from the project, at which time the Contracting Authority will be free to approach the next lowest responsive/another Tenderer.

## **3. PERMITS, NOTIFICATIONS AND SAFETY PLAN**

- 3.1 The Contractor shall provide to the Project Manager:
  - 3.1.1. prior to the pre-construction meeting, a transmittal and copy of the Advance Notification of Project form, contained herein, as sent to the Authority Having Jurisdiction (AHJ), unless this requirement is waived by the Project Manager; and
  - 3.1.2. prior to commencement of work and without limiting the terms of General Instructions to Bidders GI14 and GC4 - Protective Measures GC 4.2
    - 3.1.2.1. copies of all other necessary permits, notifications and related documents as called for in the scope of work/specifications and/or (AHJ); and
    - 3.1.2.2. a site specific Health and Safety Plan which is acceptable to the AHJ, unless this requirement is waived by the Project Manager.



**ADVANCE NOTIFICATION OF CONSTRUCTION PROJECT**

To Provincial Labour Authority:  
 This Advance Notification is to advise you that we, the listed contractor, will be undertaking a Federal Construction Project within your jurisdiction for which we are designated the Prime/Principal/General Contractor and that we will be the party responsible for the overall coordination of safety on the construction site.

A pre-construction meeting for this project will be held at (Location) \_\_\_\_\_ on (Date) \_\_\_\_\_ at (Time) \_\_\_\_\_.  
 An invitation for a representative of the provincial/territorial authority to attend this meeting is extended. The Site Specific Safety Plan will be reviewed at this meeting. Should you wish to attend please contact the name listed below.

Date:		File Number:	
Contract Amount:		Project Number:	
Business/Legal Name of Employer/Prime Contractor (AB)(BC); Employer/Contractor (SK); Employer/Principal Contractor (MB)(QC)(NF&Labrador)(NT & Nunavet); Employer/Constructor (ON)(NS)(NB)(PE)(YT)			
<u>Mailing Address:</u>		<u>Telephone:</u> <u>Fax Number:</u> <u>Contact Name:</u>	

**PROJECT DETAILS**

Location of Project	
Nature of Work/Process Undertaken	
Name of Site Superintendant	
Contact Number for Superintendant	
Estimated Start Date of Project	
Estimated Project Duration	
Number of Workers to be Employed	

List of Sub-Contractors to be Employed (Use additional Space if Required)

Company Name	Business Address/Location

**OWNER INFORMATION**

Project Owner:	Royal Canadian Mounted Police
Owners Representative:	
Owner Representative Contact Number:	



**Hazardous Regulated Activities**

This is a notification to the Provincial/Territorial Labour Authority of the Hazardous Regulated Activities that are to be undertaken during the project by the Prime/Principal Contractor or Constructor or any sub-contractors. This list may not be inclusive and may be amended from time to time.

Note to Prime/Principal Contractor or Constructor:

Any Hazardous Regulated Activities which are listed must also have elements included in the Site Specific Safety Plan Listing working Procedures for those activities.

Check Box for activities to be undertaken and provide estimated duration of activities in hours/days.

Check	Activity	Estimated Duration
	Working in or with Trenching/Excavation/Tunnels	
	Use of Scaffolding/Swing Stages	
	Working from Heights requiring fall protection systems	
	Crane Operations	
	Work in Confined Spaces	
	Blasting and/or use of explosives	
	Use and or exposure to high voltage electrical	
	Hot Work	
	Demolition	
	Use of temporary structures, stairs, ramps or landings, and constructed ladders	
	Use of Heavy Equipment which may/may not require traffic control	
	Working on or near water	
	Working with hazardous substances/regulated products *	
	Working with radiation emitting devices	
	Working with or exposure to Asbestos, PCBs or Lead	

Please list any other hazardous regulated activities, which are not listed, below:

---



---



---

\* If the work is to occur in an occupied space, as a renovation or a lease fit-up, the Prime/Principal Contractor or Constructor is required to provide copies of MSDSs for all controlled products to the Owner's Representative and to maintain copies on site.



## **DISTRIBUTION**

The Prime/Principal Contractor or Constructor is responsible to ensure proper distribution of this form and must provide proof that the form was sent to the Labour Authority. Work activities cannot commence until such proof has been provided. Proof can be by registered mail receipt, or by providing a copy of a fax transmittal notice, or any other means providing indication that the Labour Authority has received this document:

Original: to applicable provincial/territorial labour authority  
Copies to: RCMP Project Manager

A copy of this form is to be posted at the project site prior to the commencement of work.

-----  
**NOTE:**

Please do not include any forms that include personal 3rd party information such as the names of the contractor's employees and their related claims information

## **LABOUR AUTHORITY CONTACTS**

The contacts below represent the Labour Authority in the various jurisdictions. They are not representatives of the Workers Compensation. Do not contact the people referenced below for issues pertaining to WCB or WCB Clearances. Those queries must be directed specifically to the WCB, and where the WCB has both a Labour and Compensation component, WCB issues must be directed to the Compensation/Employer Services sections.

Saskatchewan Labour  
Occupational Health and Safety Division  
6<sup>th</sup> Floor, 1870 Albert Street  
Regina, SK S3P 3V7  
ATTN: Executive Director  
Telephone: (306) 787-4481  
Facsimile: (306) 787-2208



## 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 (2011-05-16);
  - 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 (2008-12-12);
  - 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: <http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>

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).

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



**BID AND ACCEPTANCE FORM (BA)**

**BA01 IDENTIFICATION**

Work under this contract will involve, but is not limited to the following for the Royal Canadian Mounted Police (RCMP): Supply all labour, material, tools, equipment, transportation, and supervision necessary for replacement of windows in a four (4) storey building, as per the specifications and drawings and any amendments thereto.

Location: Depot, Regina, SK

**BA02 BUSINESS NAME AND ADDRESS OF BIDDER**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

GST #: \_\_\_\_\_

E-mail: \_\_\_\_\_

**BA03 THE OFFER**

The Bidder offers to Her Majesty the Queen in right of Canada to perform and complete the Work for the above named project in accordance with the Bid Documents, for the Bid Amount of

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

**BA04 BID VALIDITY PERIOD**

The bid shall not be withdrawn for a period of 60 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 within eight (8) months of award.

**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



**ANNEX A**  
**SPECIFICATIONS**

Included as a separate document are the detailed SPECIFICATIONS, to be referenced as ANNEX A.



**ANNEX "B"**  
**DRAWINGS**

Included as a separate document are the detailed DRAWINGS, to be referenced as ANNEX B.



Submission of Bid, as per R2710T, GI09; and SC03:

- Front page of ITT - completed and signed
- BID AND ACCEPTANCE FORM (BA) - completed and signed
- Front page of Amendment(s) - signed or initialed
- Bid Bond
- Outside of Envelope - Solicitation Number, Bidder, Return Address,  
Closing Date and Time

To be submitted to the following address, on or before solicitation closing date and time:

**RCMP / GRC**

Procurement & Contracting Services

c/o Commissionaires, F Division

6101 Dewdney Avenue

Regina, SK S4P 3K7



**Royal Canadian Mounted Police**  
**Gendarmerie royale du Canada**

Government  
of Canada

Gouvernement  
du Canada

Solicitation No./No de l'invitation: M5000-4-4625/A

**APPENDIX 1 – RCMP CERTIFICATE OF INSURANCE / ATTESTATION D'ASSURANCE – GRC**

<b>CONTRACT - MARCHÉ</b>				
Description and Location of Work -Description et endroit des travaux				Contract No. -N° de contrat
				Project No. -N° de projet
<b>INSURER - ASSUREUR</b>		<b>BROKER - COURTIER</b>		
Name-Nom		Name-Nom		
Address (No., Street)-Adresse (N°, rue)		Address (No., Street)- Adresse (N°, rue)		
City -Ville		City -Ville		
Province	Postal Code -Code postal	Province	Postal Code -Code postal	
<b>INSURED - ASSURÉ</b>		<b>ADDITIONAL INSURED -ASSURÉ ADDITIONNEL</b>		
Name of Contractor - Nom de l' entrepreneur		Her Majesty the Queen in right of Canada as represented by the Minister of Public Safety Canada.		
Address (No., Street)-Adresse (N°, rue)		Sa Majesté la Reine du chef du Canada représentée par le Ministre de la Sécurité publique Canada.		
City -Ville				
Province	Postal Code -Code postal			
<b>This insurer certifies that the following policies of insurance are at present in force covering all operations of the Insured. in connection with the contract made between the named insured and Her Majesty the Queen in right of Canada, represented by the Minister of Public Safety Canada.</b>		<b>L'assureur atteste que les polices d'assurance suivantes sont présentement en vigueur et couvrent toutes les activités de l'assuré, en fonction du marché conclu entre l'Assuré dénommé et Sa Majesté la Reine du chef du Canada représentée par le Ministre de la Sécurité publique Canada.</b>		
<b>POLICY -POLICE</b>				
Type Genre	Number Numéro	Inception Date Date d'effet	Expiry Date Date d'expiration	Limit of Liability Limites de garantie
Commercial General Liability Responsabilité civile des entreprises				
Builder's Risk "All Risks" Assurance des chantiers « Tous risques »				
Installation Floater "All Risks" Risques d'installation {( Tous risques)}				
Other (List) -Autre (enumerer)				
Each of these policies includes the coverages and provisions as specified in Insurance Terms and each policy has been endorsed to cover Her Majesty as an Additional Insured. The Insurer agrees to notify Her Majesty and the Named insured in writing thirty (30) days prior to any material change in, or cancellation of any policy or coverage.		Chacune des présentes polices renferment les garanties et dispositions spécifiées aux Conditions d'assurances, et chaque police a été amendée pour couvrir Sa Majesté en tant qu'assuré additionnel. L'assureur convient de donner un préavis de trente (30) jours à Sa Majesté et à l'assuré désigné en cas de changement visant la garantie d'assurance		
Name of Insurer's Officer or Authorized Employee Nom du cadre ou de la personne autorisée		Telephone Number Numéro de téléphone		
Signature		Date (Y-A M D-J)		