

MANDATORY SUBMISSION REQUIREMENTS

To be considered compliant a submission must meet all of the mandatory evaluation criteria. A submission not meeting all of the mandatory requirements will be given no further consideration. The bidder must:

1. Submit the bid to the “Bid Receiving Unit” prior to the closing date and time indicated on the front page of the solicitation document.
2. Must complete and submit a signed Bid and Acceptance Form.
3. Must complete and submit QUALIFICATIONS FORM (MANDATORY REQUIREMENTS).

Submission Requirements – Checklist

- ___ Front page of the ITT and all Amendments signed and acknowledged
- ___ QUALIFICATIONS FORM (MANDATORY REQUIREMENTS) [Envelope 1]
- ___ Include Bid Security, as per BA07 in ENVELOPE 1 - QUALIFICATIONS;
- ___ Bid Price form in a separate envelope completed and signed [Envelope 2]

Appendix 2 – QUALIFICATIONS FORM (MANDATORY REQUIREMENTS)

MANDATORY QUALIFICATIONS AND SUBMISSIONS

- 1(a) Each proponent must have satisfactorily completed construction of two (2) similar projects in the role of General Contractor in the last eight (8) years. A similar project is defined as a Laboratory, similar in size and scope as per the solicitation, where the area of the laboratory is 764 square meters or greater. Acceptable similar laboratories are food, hospital, university, or similar government laboratories. The projects shall be renovations of an existing, occupied, laboratory facility.
- 1(b) The Site Supervisor, specified to work on this solicitation, MUST demonstrate they have successfully completed two (2) laboratory type projects with the Proponent's firm, within the last eight (8) years. The projects must be similar in size and scope as per the solicitation where the area of the laboratory is 764 square meters or greater. Acceptable similar laboratories are food, hospital, university, or similar government laboratories. The projects shall be renovations of an existing, occupied, laboratory facility.
2. Each proponent must provide with their bid, information demonstrating that they meet the above criteria (1(a) & 1(b)). Bidders must complete the forms included herein or a facsimile, which includes all of the information contained therein. These forms must be included as part of the bid submission in "Envelope One – QUALIFICATIONS".

Form No. 1 – Contractor's Information

Form No. 2 – Previous Laboratory Project Experience

Form No. 3 – Site Supervisor's Experience

Any Bid that fails to submit the required information or fails to meet any of the mandatory qualifications above shall be declared non-compliant and shall receive no further consideration "Envelope Two – PRICE", shall be returned unopened, for any bid declared non-compliant.

APPENDIX 2 – QUALIFICATIONS FORM

FORM No. 1

CONTRACTORS INFORMATION

(THIS FORM OR A COPY IDENTICAL IN CONTENT & FORMAT, MUST BE INCLUDED IN ENVELOPE ONE - QUALIFICATIONS)

Company Name: _____

Full Address: _____

Telephone Number: _____

Fax Number: _____

E-mail Address: _____

Contact Name: _____

Title: _____

Firms' Main Field of
Activity: _____

APPENDIX 2 – QUALIFICATIONS FORM

FORM No. 2
PREVIOUS LABORATORY PROJECT
PROJECT ONE

(THIS FORM OR A COPY IDENTICAL IN CONTENT & FORMAT, MUST BE INCLUDED IN ENVELOPE ONE – QUALIFICATIONS)

Title of Project: _____

Name and Location of Work: _____

Municipality and Province: _____

Description of Work: _____

Final Completion Date: _____

Size of the Project (area of Lab): _____ Square Meters

Final Value of all Work: _____

Name of Project Architect or
Engineer: _____

Telephone: _____

Contact Name of Project Client: _____

Telephone: _____

This is to certify that we acted as the General Contractor for the project referenced above.

Signature

APPENDIX 2 – QUALIFICATIONS FORM

The following must be completed by the Project Client of PROJECT ONE.

Date: _____

This confirms that _____ (insert name of General Contractor) completed the project listed under Form No. 2: Project One on our location _____ (insert name and address). The work carried out on this project has been completed to our satisfaction within the contract terms and conditions, schedule and agreed to budget.

Signed by the Project Client's Responsible Authority

Name of the Project Client

Telephone Number

Please be advised PWGSC reserves the right to contact the person named above to verify the information contained herein.

APPENDIX 2 – QUALIFICATIONS FORM

FORM No. 2
PREVIOUS LABORATORY PROJECT
PROJECT TWO

(THIS FORM OR A COPY IDENTICAL IN CONTENT & FORMAT, MUST BE INCLUDED IN ENVELOPE ONE – QUALIFICATIONS)

Title of Project: _____

Name and Location of Work: _____

Municipality and Province: _____

Description of Work: _____

Final Completion Date: _____

Size of the Project (area of Lab): _____ Square Meters

Final Value of all Work: _____

Name of Project Architect or
Engineer: _____

Telephone: _____

Contact Name of Project Client: _____

Telephone: _____

This is to certify that we acted as the General Contractor for the project referenced above.

Signature

APPENDIX 2 – QUALIFICATIONS FORM

The following must be completed by the Project Client of PROJECT TWO.

Date: _____

This confirms that _____ (insert name of General Contractor) completed the project listed under Form No. 2: Project One on our location _____ (insert name and address). The work carried out on this project has been completed to our satisfaction within the contract terms and conditions, schedule and agreed to budget.

Signed by the Project Client's Responsible Authority

Name of the Project Client

Telephone Number

Please be advised PWGSC reserves the right to contact the person named above to verify the information contained herein.

APPENDIX 2 – QUALIFICATIONS FORM

FORM No. 3

SITE SUPERINTENDANT EXPERIENCE

Site Superintendant Name: _____

Years of Experience: _____

PROJECT 1

Project Title: _____

Project Location: _____

Project Completion Date: _____

Size of Project (area of Lab): _____ Square Meters

Project Client: _____

Client Contact Information: Name: _____

Telephone No. _____ Fax. _____

E-mail address _____

Was this project a renovation of an existing
Laboratory completed within the last eight (8) years? Yes (___) No (___)

PROJECT 2

Project Title: _____

Project Location: _____

Project Completion Date: _____

Size of Project (area of Lab): _____ Square Meters

Project Client: _____

Contact Information: Name: _____

Telephone No. _____ Fax. _____

E-mail address _____

Was this project a renovation of an existing
Laboratory completed within the last eight (8) years? Yes (___) No (___)

I, the undersigned, hereby certify that the information provided herein is accurate to the best of my knowledge.

Name (print): _____ Title: _____

Signature: _____ Date: _____

Please be advised PWGSC reserves the right to contact the person named above to verify the information contained herein.