



Fisheries and Oceans
Canada

Pêches et Océans
Canada

January 20, 2015

CONTRACT SERVICES
Fisheries and Oceans Canada
301 Bishop Drive
Fredericton, NB E3C 2M6

Re: Invitation to Tender: F5211-140465 - Installation of Vinyl Siding at the Louisbourg Search and Rescue (SAR) Facility, Louisbourg, NS

Nature of Work:

The Department of Fisheries and Oceans Canada requires the installation of new vinyl siding at the Louisbourg Search and Rescue (SAR) facility.

Contractors are to provide a cost estimate for the installation based on the statement of work (SOW) attached. This estimate will include all materials and equipment needed to complete installation such as machine time, material costs, delivery etc.

Bidders are instructed to consult the tender package for further details and specific requirements.

Site Locations: Louisbourg Search and Rescue (SAR) Facility, 9 Commercial Street, Louisbourg, NS, B1C 1B5

Mandatory Site Visit: is to be held on **Thursday, January 29th, 2015** at 10:00 AM (Atlantic Time) at Louisbourg SAR Facility. It is a requirement for all persons wishing to tender on this project to attend this meeting to familiarize themselves fully with the scope of work and the tendering requirements. Site visit contact information: Commanding Officer SAR Facility, (902) 733-2128.

Site visit meeting place: 9 Commercial Street, Louisbourg, NS, B1C 1B5

Start Date: Contract award.

Completion Date: All work to be completed by 31 March, 2015

Canada



Your bid submission must include:

- a. **One (1) Signed** copy of the Construction Tender Form;
- b. Valid Workers Compensation Certificate / Letter

Upon acceptance the successful bidder will be required to supply:

- Site Safety Plan
- Proof of Insurance

Please submit Tender to DFOtenders-soumissionsMPO@dfo-mpo.gc.ca

Signed Tenders will be received up to **2:00 p.m. Atlantic Time: Friday, 6th February, 2015**, for the said service in accordance with the documents enclosed.

Any Tenders received after the above noted time will be considered late and will be not be considered. Tenders may be revised by email or fax (506-452-3676), provided the tender and revision(s) are both received prior to Tender Closing Time.

The onus is on the bidder to ensure that the bid is delivered on time to the location designated.

Inquiries: Direct all technical and contractual inquiries to the contracting authority Kenneth Fortner by email at DFOtenders-soumissionsMPO@dfo-mpo.gc.ca

Fisheries and Oceans Canada will not necessarily accept the lowest or any of the tenders received and reserves the right to reject any and all tenders received which shall be final and at the sole discretion of the Department.

Regards,

Kenneth Fortner
Senior Contracting Officer

Project No. F5211-140465

Project Location 9 Commercial Street, Louisbourg, NS



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CONSTRUCTION TENDER FORM

Closing Date/Time	6 February 2015 : 2:00 PM Atlantic Time	Solicitation No. F5211-140465
Closing Location	Fisheries and Oceans 301 Bishop Dr. Fredericton, NB, E3C 2M6	
Fax No.	560-452-3676	
Project Title	Installation of Vinyl Siding at the Louisbourg Search and Rescue Facility (SAR)	
Project Location	9 Commercial Street, Louisbourg, NS	

1. TENDER DOCUMENTS

1.1. Construction Tender Form - FP-5155E

1.2. DFO Instructions to Bidders - Construction at <http://www.dfo-mpo.gc.ca/contract-contrat/instructions-instructions-eng.htm>

1.3. DFO General Conditions - Construction at <http://www.dfo-mpo.gc.ca/contract-contrat/general-generale-eng.htm>

1.4. Labour Conditions at 1.1. http://www.labour.gc.ca/eng/standards_equity/contracts/conditions/conditions.shtml

1.5. Schedules of Wages Rates for Federal Construction Contracts.

The appropriate Schedule of Wage rates for the contract are the ones for the location where the work will be performed. Please refer to: http://www.labour.gc.ca/eng/standards_equity/contracts/schedules/index.shtml

1.6. Insurance Conditions at <http://www.dfo-mpo.gc.ca/contract-contrat/insurance-assurances-eng.htm>

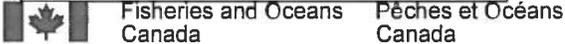
1.7. Insurer's Certificate of Insurance - FP-5140E at http://www.dfo-mpo.gc.ca/forms-formulaires/FP_5140_E.pdf

1.8. Plans and Specifications

2. We, having informed ourselves fully of the conditions relating to the work to be performed, having full knowledge of site conditions and having carefully examined the plans and specifications and all the terms and covenants of the Tender Documents, including any amendments (IT BEING UNDERSTOOD AND AGREED THAT FAILURE TO HAVE DONE SO WILL NOT RELIEVE US OF OUR OBLIGATION TO ENTER INTO A CONTRACT AND CARRY OUT THE WORK FOR THE CONSIDERATION SET OUT HEREAFTER) do tender and offer to perform the said work in strict accordance with the said documents and such further details, plans and instructions as may be supplied from time to time and to furnish to Her Majesty the Queen in Right of Canada, all materials, plant, machinery, tools, labour and things necessary for the construction or carrying out and proper completion of the said work for the sums stated in the Combined Price Schedule of this tender form.
3. We understand and agree that all applicable taxes, duties, permits and fees are our responsibility and are included in our Tendered Price. The exceptions to the foregoing are the Goods and Services Tax (GST) / the Harmonized Sales Tax (HST). GST / HST will be paid to the contractor by Fisheries and Oceans Canada in addition to any amounts due under the contract.
4. We certify that Bid Security, if required, in one of the forms outlined in GI09 of the "DFO Instruction to Bidders - Construction", accompanies this Tender.
5. It is understood and agreed that in the event of this Tender being accepted within 30 (thirty) calendar days of the date and time stated for closing of tenders and our failing or refusing to carry out the contract in accordance with the terms of our Tender, our bid security, if required by the tender, (i) if in the form of a certified cheque, bank draft, or bonds of, or bonds unconditionally guaranteed as to principal and interest by, the Government of Canada, or (ii) if in the form of a Bid Bond, shall be forfeited to Her Majesty the Queen in Right of Canada and the Bonding Company shall be liable in accordance with the terms of the Bond.

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Project Location 9 Commercial Street, Louisbourg, NS



6. It is further understood and agreed that notwithstanding (i) the forfeiture of the certified cheque or bonds of (ii) the liability of the Bonding Company, Her Majesty shall be entitled to the payment of any additional amounts that may be required to meet the cost of all loss and damage suffered by Her Majesty by reason of our default in carrying out the contract.
7. We understand this project must be completed by 31 March, 2015. If our Tender is accepted, we agree to start work immediately upon notification of contract award and once all required insurances, permits, Letter of Good Standing and Clearance from applicable provincial compensation authority, etc., are in place. We will attend start-up meeting and will work vigorously and continuously to complete the project within this prescribed time.
8. Bidders shall take note that the performance of the Contractor during and upon completion of the work shall be evaluated by Her Majesty. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety.

Should the Contractor's performance be considered unsatisfactory, the Contractor's bidding privileges for future work may be suspended.

The form Contractor Performance Evaluation Report Form (FP 5135E) at http://www.dfo-mpo.gc.ca/forms-formulaires/FP_5135_E.pdf will be used to record the performance.

9. By signing below we certify that we are authorized to sign this tender on behalf of the Corporation, Partnership, Joint Venture or Sole Proprietorship and bind the company to it.
10. We certify that we are in possession of all the tender documents listed in this tender form.
11. Special tender form inserts/additional instructions (For DFO use only)

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12. We certify that our tender is inclusive of all obligations as required by the preceding pages of this tender form, without change.

Our Goods and Services Tax/Harmonized Sales Tax (GST/HST) Registration number is: _____

Please indicate type of business and check one of the following :

Corporation Partnership Sole Proprietorship Joint Venture

_____	_____	_____
Tenderer Name (Print)	Title	Company Name
_____	_____	Address: _____
Tenderer Signature	Date	Fax: _____
Duly Authorized Representative*		Phone: _____
*As per Paragraph 10 of this Tender Form		Email: _____

IF APPLICABLE

Witness Name (Print)

Witness Signature

CORPORATE SEAL

Project No. F5211-140465

Project Location 9 Commercial Street, Louisbourg, NS



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13. COMBINED PRICE SCHEDULE

- The prices per unit shall govern in establishing the Total Extended Amount. Any arithmetical errors in this Appendix will be corrected by Her Majesty
- Her Majesty 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.

Tenderer Name _____

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 GST/HST	
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Tenderer Name _____

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 (PU) (GST/HST extra)	Extended Amount (EQ x PU) (GST/HST extra)
TOTAL EXTENDED AMOUNT (TEA)					Excluding GST/HST	

TOTAL BID AMOUNT

TOTAL BID AMOUNT (LSA + TEA) Excluding GST/HST	
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REQUEST FOR ESTIMATE

F5211-140465

Louisbourg SAR Siding Replacement

Location of proposed project: 9 Commercial Street, Louisbourg, NS, B1C 1B5

1.0 Background:

The Department of Fisheries & Oceans Canada (DFO) is looking for estimates to install new vinyl siding at the Louisbourg Search and Rescue (SAR) facility, as per scope of work below.

2.0 Scope of Work:

- Strip, remove from site and properly dispose of existing siding from garage and office building.
- Supply and install new vinyl siding with 4 inch corners in pastel color (DFO to confirm color option upon contract award). Install typan weather protection house wrap under siding.
- Supply and install vinyl vented soffit and aluminum fascia on all trim. Removal and reinstall gutter as required.
- Install all siding as per manufacturer's instructions.
- Keep work site tidy and removal all construction debris from site upon completion of job.

4.0 Work Schedule:

All work must be completed by March 31, 2015

5.0 Safety Requirements:

Contractor is required to prepare a job specific site safety plan which identifies all potential hazards associated with work and review plan with departmental representative before any work is started.

6.0 Award Criteria:

The contract will be awarded on the basis of lowest cost to the Crown.

7.0 Method of Payment:

One (1) Lump Sum Cost for items under Description of Work.

8.0 Additional Requirements:

Current proof of Insurance and as well as valid Workers Compensation Certificate/ letter of good standing is required.

9.0 Security Requirements:

Reliability clearance preferred. If Reliability is not available Escorts will be provided.

FORMER PUBLIC SERVANT

FORMER PUBLIC SERVANT IN RECEIPT OF A PENSION

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c.P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c.S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c.C-17, the Defence Services Pension Continuation Act, 1970, c.D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c.R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c.R-11, the Members of Parliament Retiring Allowances Act, R.S., 1985, c.M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c.C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension?

Yes () No ()

If so, the Bidder must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;

b.date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

Yes () No ()

If so, the Bidder must provide the following information:

- a.name of former public servant;
- b.conditions of the lump sum payment incentive;
- c.date of termination of employment;
- d.amount of lump sum payment;
- e.rate of pay on which lump sum payment is based;
- f.period of lump sum payment including start date, end date and number of weeks;
- g.number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

Signature

Date