



Transports
Canada

Transport
Canada

700, Place Leigh-Capreol
Administrative Services
Dorval, Quebec
H4Y 1G7

May 8, 2015

REQUEST FOR STANDING OFFER

Subject: Request for Standing Offer T3003-151000/B
Standing offer for the environmental audit, biological inventories, plans of wildlife and floral
Management of the airport and harbour sites of the region of Quebec.

Transport Canada has a requirement to establish three (3) **standing offers** for the services described in the Terms of Reference presented in Appendix “B”.

The standing offers will cover a period of three (3) years from July 1, 2015 to June 30, 2018 with the option of extending the service period for two (2) additional periods of two (2) years.

Each standing offer will have a value of 200,000.00 dollars CAD, excluding the applicable taxes but including all others related fees for a global value of 600,000.00 dollars CAD

Please note that there are two (2) separate Request for Standing Offer notices published on the Government Electronic Tendering Service (GETS) website: notice T3003-151000/B, intended for the general sector to which this request pertains and notice T3003-151000/A to establish one (1) standing offer for similar services, for contracts set aside for Aboriginal businesses under the James Bay and Northern Quebec Agreement (JBNQA).

The suppliers, if they are eligible and wish to bid on the two (2) needs, must submit two (2) separate tenders.

This Request for Standing Offer aims to select suppliers capable of offering services in accordance with the requirements of Transport Canada, Quebec Region’s environmental affairs sector. The tenders will be evaluated according to evaluation criteria and a predetermined methodology specified in Appendix B. Call-ups to the standing offer will be issued to submit specific mandates.

If you are interested in this project, we invite you to submit a tender. You will find the procedure to follow in Appendix “J”, Instructions to Tenderers.

Closing date and time for the submission of tenders:

June 26, 2015 at 11:00 a.m., Dorval local time.



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Location for submitting tenders:

Transport Canada
Contracting and Materiel Services
C/O Mail Room no. 2036
700, Leigh-Capreol Place
Dorval, Quebec
H4Y 1G7

Office hours:

Monday to Friday from 8:00 to 12:00 (noon) and between 13:00 to 15:00.

Please take note that Transport Canada's offices will be closed on Monday, May 18, 2015 for Victoria Day. No tenders can be received on that day.

It is the tenderers' responsibility to deliver their tender prior to tender closing. Tenders will not be accepted after the closure date and time for the deposit of the submissions. They will be returned to the sender unopened.

Tenders submitted by fax, e-mail or Internet will not be accepted.

Tenders that do not meet the MANDATORY requirements will not be considered. The financial proposal will be returned unopened.

The Offer of service (appendix A) must be signed as per the Requirements for Signature (QUÉ) specified in Appendix I.

Question period:

Questions with respect to the meaning or intent of the Request for Standing Offer documents, or requests for correction of any apparent ambiguity, inconsistency or error in the documents, **must be submitted in writing before noon (12:00 p.m.) on June 10, 2015** by e-mail or fax to:

Sonia Lemire
Senior Contracting and Materiel Officer
Contracting and Materiel Services
Transport Canada
E-mail: sonia.lemire@tc.gc.ca
Fax: 514-633-2925

All questions and answers will be presented as an addendum to the Request for Standing Offer and will be published on GETS website.



LIST OF DOCUMENTS PERTAINING TO THE REQUEST FOR STANDING OFFER

Offer of Services	Appendix "A"
Terms of Reference	Appendix "B"
General Conditions – Professional Services	Appendix "C"
Supplementary Conditions Regarding Insurance	Appendix "D"
Supplementary Conditions Regarding Confidentiality of Information	Appendix "E"
Contractor's Declaration	Appendix "F"
Conditions Regarding Intellectual Properties	Appendix "G"
Contractor's Responsibilities Regarding Official Languages	Appendix "H"
Requirements for Signature (QUÉ)	Appendix "I"
Instructions to Tenderers	Appendix "J"