



**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 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5**

**LETTER OF INTEREST
LETTRE D'INTÉRÊT**

Comments - Commentaires

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT/DOCUMENT CONTIENT DES
EXIGENCES RELATIVES A LA SECURITE

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 EC SEWAGE CONSTRUCTION RETENDER		
Solicitation No. - N° de l'invitation EP076-162723/A		Date 2016-05-30
Client Reference No. - N° de référence du client 20162723		GETS Ref. No. - N° de réf. de SEAG PW-\$\$\$FG-267-71019
File No. - N° de dossier fg267.EP076-162723	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-06-15		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
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: Hoffman, Amanda		Buyer Id - Id de l'acheteur fg267
Telephone No. - N° de téléphone (873) 469-4930 ()		FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes		

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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File No. - N° du dossier
FG267EP076-162723

Project No.- No. du projet
R.065055.002

**APPLICATION FOR PREQUALIFICATION
FOR THE SEWAGE LIFT STATION
OTTAWA, ONTARIO
for**

Public Works and Government Services Canada

PROJECT NUMBER: R.065055.002

SOLICITATION NUMBER: EP076-162723

DIRECT INQUIRIES TO:

Amanda Hoffman
Public Works and Government Services Canada
Real Property Contracting Directorate Construction Services Division
3C2, 11 Laurier Street, Place du Portage, Phase III
Gatineau, Québec K1A 0S5

Email: Amanda.Hoffman@tpsgc-pwgsc.gc.ca

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PART 1 - GENERAL INFORMATION

Part 1.1 - Introduction

Public Works and Government Services Canada (PWGSC) is initiating a process to pre-qualify Bidders for the installation of sewage lift station at 335 River Road, Ottawa, Ontario.

This document defines the requirements for the prequalification of Bidders for this Work. Interested Bidders are required to respond to this Application for Prequalification. Only those Bidders considered by PWGSC to meet the prequalification requirements as defined in this document will be invited to submit competitive tenders for this work during the ITT Phase II of the solicitation.

Part 1.2 - Project Description

Environment Canada (EC) and Climate Change Canada's are responsible for the preservation and enhancement of the quality of the natural environment, including water, air, soil, flora and fauna. This includes the conservation of Canada's renewable resources, protection and enforcement of its water resources, and coordination of environment policies and programs for the Federal Government. Environment Canada owns and operates a complex of eight buildings located on 335 River Road used for vehicular testing, laboratories, and office space.

The existing Sewage Lift Station pumps sanitary sewage generated from the 335 River Road ECC facility and the NRC lab building located on the South East corner of Limebank Road and Balmoral Road into the existing privately owned forcemain along the south side of River road discharging to the to the City of Ottawa sanitary sewer located at the intersection of River Road and Limebank Road.

The existing wet well and pump has an unsuitable configuration that complicates routine operation and maintenance. It does not currently comply with Ministry of Environment (MOE) guidelines and a new design has been completed for its replacement. The new replacement Sewage Lift Station has been designed based on the available information provided by EC along with the following parameters:

- Estimated average inflow of 0.15L/s;
- Estimated average pump rate of 7.3L/s;
- Pump cycle time of approximately 10 minutes;
- Service population of 300 people and;
- 1.2km of 150mm diameter force main from the site to a City of Ottawa gravity sewer.

The existing wet well is approximately 2.9m wide by 2.9m long by 3m deep. There are several issues with the current configuration of the wet well amongst which accessibility is poor and maintenance is difficult. The location of the current wet well is inconvenient.

EC has pre-purchased the new replacement pumping station consisting of a pre-manufactured Fiberglass Reinforced Plastic (FRP) chamber, complete with pumps and control panel. These components have been delivered and are currently in storage at 335 River Road. In addition, EC has also pre-purchased a new precast concrete maintenance hole, also delivered to the 335 River Road site and in storage, which will be required to accommodate the new sewage lift station location. A contract through PWGSC on behalf of EC is required to replace the existing sewage lift station with a new sewage lift station using these owner supplied items.

Part 1.3 - Construction Scope

The construction scope includes but is not limited to the following:

1. Excavation, backfilling, and surface reinstatement ;and
2. Installation of a new wet well (pre-manufactured in FRP) forming the new sewage lift station; and
3. Re-direction of existing gravity sanitary sewers from the existing sewage lift station location to a new maintenance manhole which in turn will discharge to the new wet well.

New wet well, maintenance manhole, pumps, and control panel will be provided by the Owner. A cast-in-place concrete hold down / anti-floatation pad must be installed below the FRP tank to suit site conditions. Construction of the new sewage lift station must be completed in advance of the phased cutover of existing building services from the existing wet well to the new wet well to ensure uninterrupted sanitary service to the facilities at 335 River Road. During the switch over from the existing pumping station to the new pumping station, the Contractor must provide temporary by-pass pumping to ensure no disruption to facility sanitary service.

The gravity service discharge piping to the existing sewage lift station must be replaced and routed to the new wet well. The existing concrete wet well must be decommissioned and broken down below ground water level. The construction of the new pumping system must be completed in phases with each service connection completed one at a time with the use of temporary pumping. Uninterrupted full sanitary sewage discharge must remain in-service during the ECC's campus working hours, 7am to 6pm.

The new duplex pumps for the well must be installed with a breakaway connection along with separate lift chains and guide rails. The pumping station chamber will also be equipped with a local electrical control panel provided by the Owner. This control panel contains all of the starters required for the duplex pump configuration along with the float controls for the pumps. The existing electrical service must be reused to feed the new pumps- The new sewage lift station pumps must be electrically equivalent to the existing pumps.

Part 1.4 - Project Estimated Cost Range

The total estimated construction costs for this project are estimated in the category of \$251,000.00 to \$500,000.00.

Part 1.5 - Constraints and Challenges

1. Government of Canada buildings feeding into the existing pumping station must remain operational 24 hours a day, 7 days a week.
2. Construction must be completed between the existing buildings in a confined area with excavation up to 8m deep.
3. The soil conditions at the pump station location consist of sensitive very loose to loose sands overlying a silty clay. The sands and clays are saturated below the water table.
4. Ground water table at about 2m depth.
5. Existing buildings are founded within the sand deposit, as such, vibration and ground water lowering must be minimised to reduce the potential for settlement to the building foundations.
6. A Permit to take Water issued by the MOE Ontario may be required depending on the Contractor's chosen method.
7. All workers accessing the building must be cleared to a minimum Reliability Clearance.

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Part 1.6 - Schedule

The Contractor is responsible to maintain and update their schedules as the project progresses. The estimated completion time for Phase II (duration of Work upon contract award) is approximately 15 weeks.

An **estimated schedule** is provided below to assist the interested bidders in assessing this project. The schedule is subject to change, in which case, **PWGSC will not be bound by these timeframes or dates indicated:**

Closing of Prequalification process:	June 2016
Notification of Prequalification results:	June 2016
Invitation to Tender (ITT) publication:	June 2016
Closing of ITT:	July 2016
Award of Contract:	July 2016
Completion of Construction- Sewage Lift Station:	Fifteen (15) weeks from contract award.

PART 2 - PROCUREMENT PROCESS

Part 2.1 - General Procurement Approach

Given the nature of the Work, it is essential that the successful Bidder have the competence and experience to realize the project. A two-phase procurement approach will be followed.

Phase One (I) – Prequalification: This application for Prequalification to prequalify Bidders with the necessary experience to function as the Contractor is open to all interested Contractors. The prequalification of a Bidder is based on defined mandatory requirements specified in this document.

Phase Two (II) – Invitation to Tender (ITT): An ITT will be sent to qualified bidders once the prequalification process has been completed. Only those Bidders who have been prequalified by PWGSC in Phase I will be eligible to bid in Phase II. The decision to participate in the ITT in Phase II is the decision of each prequalified Bidders.

Should there be an insufficient number of prequalified Bidders after Phase One (I) to permit a competition in Phase Two (II), PWGSC reserves the right (but will not be obligated) to cancel Phase Two (II) or to modify the requirements and re-publish the solicitation using the same or a different approach. The assessment of the sufficiency of number of prequalified Bidders will be at PWGSC's sole and absolute discretion.

All the prequalification requirements in Phase I will be carried over to Phase II. To be eligible to bid for Phase II, Bidders must first be prequalified by PWGSC at Phase I.

Site Security: There is a Security Requirement associated with this requirement. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC). The Contractor's personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC. Information will be included in Phase II of the ITT.

PWGSC, Industrial Security Services <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

Bidders should take note that the above security requirement is a minimum clearance only and may be subject to change.

Part 2.2 – Phase One (I)- Description of Prequalification

2.2.1 - The Prequalification of the Bidder

The Bidder must demonstrate that it meets all the mandatory requirements defined in Part 3 of this document by providing all the required information. PWGSC will evaluate the Bidder's application for prequalification submission and determine the prequalification status of the Bidder. PWGSC reserves the right to verify the information and references submitted.

Part 2.3 - Submission Requirements and Evaluation

2.3.1 - Evaluation of Submissions

All prequalification submissions will be reviewed and evaluated by PWGSC. PWGSC may accept or reject any, or all, prequalification submissions.

The requirements specified in Part 3 of this application for prequalification document are mandatory and will be evaluated on a Pass/Fail basis. Failure to provide the information in accordance with the mandatory requirements will result in the Bidder not being considered as pre-qualified.

Following completion of the submission evaluation, PWGSC will send notices to Bidders individually to notify them of the result of the evaluation as it pertains to their submission.

Debriefing for unsuccessful Bidders will be provided, if requested. Should a Bidder desire a debriefing, the Bidder should contact the Contracting Authority. The debriefing will include an outline of the reasons the submission was not successful, making reference to the evaluation criteria. The confidentiality of information relating to other submissions will be protected.

Upon the completion of the process for Phase I, PWGSC will retain the prequalification submissions from Bidders for its records.

2.3.2 - Format of the Submission

In order to facilitate the evaluation of submissions, Bidders are to submit one (1) original and five (5) copies of the prequalification submission.

Part 2.4 - Phase two (II) – Invitation to Tender (ITT)

2.4.1 - Admissibility

Only those Bidders prequalified in Phase I will be eligible to bid in Phase II.

2.4.2 - Tender and Contract Documents

The following documents may be incorporated by reference into and may also form part of the ITT and contract documents to be used in Phase II. In the event that the documents referenced below are revised, rescinded or replaced prior to the issuance of the ITT for Phase II, PWGSC shall have the right (but not the obligation) to replace or remove the documents referenced below, such right to be exercised at PWGSC's sole and absolute discretion.

- Special Instructions to Bidders (SI)
- General Instructions – Construction Services
- Supplementary Conditions
- Contract Documents
- Bid and Acceptance Form
- General Conditions and clauses

GC1	General Provisions – Construction Services	R2810D (2016-04-04);
GC2	Administration of the Contract	R2820D (2016-01-28);
GC3	Execution and Control of the Work	R2830D (2015-02-25);
GC4	Protective Measures	R2840D (2008-05-12);
GC5	Terms of Payment	R2850D (2016-01-28);
GC6	Delays and Changes in the Work	R2860D (2016-01-28);
GC7	Default, Suspension or Termination of Contract	R2870D (2008-05-12);
GC8	Dispute Resolution	R2882D (2016-01-28);
GC9	Contract Security	R2890D (2016-01-28);
GC10	Insurance	R2900D (2008-05-12);
	Allowable Costs for Contract Changes under GC6.4.1	R2950D (2015-02-25);

Submission of a tender at Phase Two constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

Part 2.5 - Instructions to Bidders

2.5.1 - Closing Date

The closing date for this application for prequalification – Sewage Lift Pumping Station Project is identified on the front page of the Letter of Interest (LOI). If a Bidder is not considered to be prequalified, or wishes to add to or revise its prequalification submission, the Bidder may do so by submitting the appropriate information. The revised submission may be considered by PWGSC, provided that, in the opinion of PWGSC, there is sufficient time before the ITT is issued to complete the prequalification evaluation procedure (which will include but not be limited to, time considerations for the time required for the bidder to complete and submit the pre-qualification document and for the time required for PWGSC to complete the evaluation of the pre-qualification submittal). Notwithstanding the above no prequalification application will be considered after the issue of the ITT.

2.5.2 - Submission Receiving / Return Address

In order to be considered, submissions shall be submitted to:

Public Works and Government Services Canada
Bid Receiving Unit
Place du Portage, Phase III Main Lobby Core 0B2
11 Laurier Street Gatineau, Québec K1A 0S5

Submittals by facsimile or electronic means WILL NOT BE ACCEPTED.

Ensure the following information is clearly written on the submission:

Environment Canada Sewage Lift Pump Project
Solicitation No.: EP076-162723/A
PWGSC Project No.: R.065055.002

Timely and correct delivery of submissions is the sole responsibility of the Bidder.

2.5.3 - Enquiries

Enquiries regarding this document and process must be submitted in writing to the Contracting Officer named in article 2.5.4 as early as possible within the solicitation period. Enquiries should be received no later than five (5) calendar days prior to the closing date to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.

To ensure consistency and quality of the information provided to Bidders, the Contracting Officer will examine the content of the enquiry and will decide whether or not to issue an amendment.

All enquiries and other communications related to this prequalification process sent throughout the prequalification period are to be directed **ONLY** to the Contracting Officer named in article 2.5.4 below. Non-compliance with this requirement during the prequalification period can, for that reason alone, result in disqualification of a submission.

2.5.4 - Contracting Authority

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Amanda Hoffman

Public Works and Government Services Canada
Real Property Contracting Directorate
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3C2, 11 Laurier Street, Place du Portage, Phase III
Gatineau, Québec K1A 0S5

Telephone: (873) 469-4930

Email: Amanda.Hoffman@tpsgc-pwgsc.gc.ca

2.5.5 - Checklist

The checklist included in Annex E will serve as a quick reference tool for the Bidder's use only. The use of the checklist may prevent omission of any mandatory documents/information, which could render the submission non-responsive.

PART 3 - GENERAL INFORMATION AND INSTRUCTION FOR PREQUALIFICATION

Part 3 of this document sets out specific information, documents and other items to be provided with the application for prequalification submission against which the responses received will be evaluated.

All information, documents and all other items identified in the following section must be completed and submitted with the Bidder's Application for Prequalification submission.

3.1 EVALUATION PROCEDURES

3.1.1 - Evaluation

3.1.1.1 This section outlines the information Bidders are required to submit. To qualify, Bidders 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 mandatory criteria.

3.1.1.2 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 Bidder's qualifications other than that supplied pursuant to this solicitation.

3.1.2 - Basis of Selection for Phase I- Prequalification

3.1.2.1 To be declared responsive and move to Phase II (the ITT) a submission must meet all mandatory requirements herein. Any element of the bid solicitation that is identified specifically with the words "must" or "mandatory" is a mandatory requirement. Bids that do not comply with each and every mandatory requirement will be declared non-responsive and be disqualified.

3.1.3 - Submission Requirements and Evaluation

The requirements in Section 3.2 will be evaluated by an Evaluation Board.

3.1.4- Definitions

Bidder: means the person or entity (or in the case of a joint venture, the persons or entities) submitting a bid to perform a contract for goods, services or both. It does not include the parent, subsidiaries or other affiliates of the Bidder, or its subcontractors.

Client: means the Project Owner, or his representative, of the funding department or organization who was directly involved in contracting the construction activities of the referenced completed project.

Completed Project: A completed project means a project where all the terms and conditions of the contract were met and where a certificate of completion has been issued or a final invoice paid and where the date on the certificate or payment instrument indicates the date of completion.

Contractor: means the person contracting with Canada to provide or furnish all labour, Material and Plant for the execution of the Work under the Contract, and includes the Contractor's superintendent as designated in writing to Canada.

Depth: The vertical distance from the top of the existing ground surface to the bottom of the excavation.

Engineered Shoring System: A shoring system that was designed and certified by a licensed professional engineer.

Geotechnical Engineering: A branch of civil engineering concerned with the engineering behaviour of earth materials.

Groundwater Table: The level below which the ground is completely saturated.

Shoring: The process of bracing the walls of an excavation to prevent collapse. May include support of a structure.

Total Value: The final cost of the contract between the Client and the firm.

Watertight Shoring System: A shoring system designed to minimize water infiltration into the excavation to reduce the potential for groundwater table lowering and pumping volumes. Examples of these systems include but are not limited to interlocking sheet piles, secant walls, diaphragm walls, or equivalent.

3.2 MANDATORY SUBMISSION REQUIREMENTS

The Bidder must:

- (a) Complete and submit a detailed project description for one (1) project only which meets the Mandatory Technical Criteria identified in Annex A.**

Bidders should not submit more than one (1) project. The consequence of submitting more than one project is that only the first project in the submission will be considered. Any project following after the first project will be removed from the Technical Bid submission and will not be used in the evaluation.

- (b) Complete and submit one Client Reference Form for Representative Project – Annex B**

Provide with the solicitation, one (1) completed Client Reference Form confirming your past experience as identified in the form. If any of the information requested is not provided in the Bidders submitted "Client Reference Form for Representative Project," Canada will provide a timeframe by which it must be provided. Failure to provide the requested information within the requested time frame will render the Bidder non-responsive.

- (c) Complete and submit Annex C- Experience Certification**

- (d) Complete and submit Annex D- Integrity Provisions- List of Names**

As per General Instructions – Construction Services – Bid Security Requirements GI01 (2016-04-04) Integrity Provisions – Bid <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2710T/17#integrity-provisions-bid>

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Annex A Mandatory Technical Criteria

Bidder's Experience: Bidder must identify one (1) <i>Completed Project</i> that meets all of the following Mandatory requirements (M1-M4):		
*Project Name:		
*Project Location:		
*Project Description:		
M1	The project had a construction value of at least \$500,000.00 (excluding tax).	*yes <input type="checkbox"/> no <input type="checkbox"/>
M2	The project achieved completion after May 1, 2006. <i>* Refer to 3.4.1- Definitions for a definition of Completed Project.</i>	*yes <input type="checkbox"/> no <input type="checkbox"/>
M3	The project included an engineered and watertight shoring system installed at least 2m below the water table. <i>* Refer to 3.4.1- Definitions for a definition of Watertight Shoring System and Engineered Shoring System.</i>	*yes <input type="checkbox"/> no <input type="checkbox"/>
M4	The Bidder must complete and submit the Client Reference Form for Representative Project attached hereto at Annex B.	*yes <input type="checkbox"/> no <input type="checkbox"/>
<i>* Mandatory fields that must be completed. Incomplete fields may render your bid non-responsive.</i>		

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Annex B

Client Reference Form for Representative Project

This hereby confirms that the following Contractor _____,
executed the work for the following project _____, as the
Constructor.

Project Details:

- **The project had a construction value of at least \$500,000.00 (excluding tax).** Yes ☐ No ☐
- **The project achieved completion after May 1, 2006.** Yes ☐ No ☐

Completed Project: A completed project means a project where all the terms and conditions of the contract were met and where a certificate of completion has been issued or a final invoice paid and where the date on the certificate or payment instrument indicates the date of completion.

- **The project included an engineered and watertight shoring system installed at least 2m below the water table.** Yes ☐ No ☐

Watertight Shoring System: A shoring system designed to minimize water infiltration into the excavation to reduce the potential for groundwater table lowering and pumping volumes. Examples of these systems include but are not limited to interlocking sheet piles, secant walls, diaphragm walls, or equivalent.

Engineered Shoring System: A shoring system that was designed and certified by a licensed professional engineer.

Project Location: _____

Initial Contract Value (excluding taxes)

Final Contract Value (excluding taxes)

Original Planned Completion Date

Actual Certificate of Completion Date

I hereby certify the information provided in this client reference form to be true and factual.

Client Name: _____ Client Title: _____

Client Signature: _____ Client Telephone: _____

Date: _____

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Annex C

Experience Certification

We certify that all statements made with regard to the experience of the bidder in Annex A are accurate and factual and we are aware that Canada reserves the right to verify any information provided in this regard and that untrue statements may result in the submission being declared non-responsive.

Should verification by Canada disclose untrue statements, Canada will have the right to treat any resulting contract from this submission as being in default and to take the work out of the Bidder's hands.

Failure to include this representation and warranty with the submission by executing the signature block immediately following this paragraph will render the submission non-responsive.

Legal Operating Name of the Bidder: _____

Procurement Business Number (PBN): _____

Authorized Name (print): _____

Title of person authorized to sign on behalf of the Bidder: _____

Capacity: _____

Signature: _____ **Date:** _____

Phone Number: _____

E-mail: _____

Annex D Integrity Provisions

(Text copied from the Ineligibility and Suspension Policy <http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html> dated 2016-04-04)

List of names: All bidders, regardless of their status under the Policy, must submit the following information when participating in a procurement process or real property transaction:

- Bidders that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- Bidders bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
- Bidders that are a partnership do not need to provide a list of names.

If the list of names has not been received in a procurement process or real property transaction by the time the evaluation of bids or offers is completed, or has not been received in a procurement process or real property transaction where no bid/offer will be submitted, the contracting authority will inform the bidder of a time within which to provide the information. Providing the required names is a mandatory requirement for award of a contract or real property agreement. Failure to provide the list of names within the time specified will render a bid or offer non-responsive, or the bidder otherwise disqualified for award of a contract or real property agreement.

LIST OF NAMES
[ADD AND DELETE LINES AS NEEDED]

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Annex E
Checklist

Pre-qualification Requirements Checklist	Included in Submission (Yes/No)
Complete and Submit Annex A - Mandatory Technical Criteria	
Complete and Submit Annex B - Project Letter of Reference	
Complete and Submit Annex C - Experience Certification	
Complete and Submit Annex D - Integrity Provisions - List of Names	