



Fisheries and Oceans  
Canada

## INVITATION TO TENDER NOTICE

**Solicitation #:** FP802-170071

**Closing Date:** Tuesday, July 25, 2017

**Time for solicitation closure:** 14:00 EDT (Eastern Daylight Time)

This Invitation to Tender is for the department of Fisheries and Oceans Canada, Small Craft Harbours.

**Title: Replacement of Existing Trap and Components, Little Otter Creek Sea Lamprey Barrier Site**

**Work site location:** Straffordville, Ontario

**This Invitation to Tender Package includes the following:**

1. Invitation to Tender Notice
2. Specification (Description of required services)
3. Drawings/ Plans
4. Construction Tender Form (**Mandatory - to be completed by Bidder**)

**Note:**

Lump sum items include all items required to complete the project in accordance with the drawings and specifications.

**CLOSING LOCATION(S):**

**Location #1** – For electronic submissions **ONLY**

Please send your electronic proposal to: [Beverly.shawana@dfo-mpo.gc.ca](mailto:Beverly.shawana@dfo-mpo.gc.ca)

**Location #2** - For bid bonds ( via Canada Post or by Courier)

**Fisheries and Oceans Canada,  
Attention: Beverly Shawana  
Procurement Hub – Ottawa Office,  
Station 9W081, 9th Floor,  
200 Kent Street,  
Ottawa, Ontario K1A 0E6  
Telephone: (613) 949-1490**



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**PLEASE NOTE:**

All bids bonds are to be submitted in hard copy **by the bid closing date** and time to the mailing address indicated above.

**DELIVERABLES / SCOPE OF WORK**

**Scope**

Background – The Department of Fisheries and Oceans-Sea Lamprey Control Centre (DFO-SLCC) operates sea lamprey trap in the Little Otter Creek, a Lake Erie tributary located near Beattie Road and Jackson Line, Straffordville, Ontario (Figure 1., approximate coordinates 42°44'44.33"N, 80°49'58.42"W) during the sea lamprey spawning season (mid-March to mid-July). The dimensions of the existing steel trap limit its efficiency for adult sea lamprey assessment and replacement with a larger trap is proposed. DFO-SLCC plans to proceed with reconstruction and requires contracting services to fabricate, supply and install a new trap, working platform, railings and water intake, as per approved design drawings. The work will include flow diversion, as necessary, removal of the existing trap and components, and restoration of the site after completion of the work.

Objective – To replace the existing sea lamprey trap and components as specified in the approved design drawings.

**Mandatory Site Visit** - A **Mandatory Site Visit** will be held on July 19, 2017 at 13:00

Contractors wishing to visit the site **must contact the Contracting Authority** to obtain further information (directions/schedule) and confirm their attendance.

It is a requirement for all persons wishing to tender on this project to attend this meeting at the site to familiarize themselves fully with the scope of work and the tendering requirements. The Bidder's Representative must sign an attendance list and attend the entire site visit, to have their bid submission considered responsive.

**Pre-Bid Meeting and Site Visit -**

Attendance at a pre-bid meeting and site visit is a prerequisite for participating in the procurement process. Interested firms and parties are to meet with DFO-SLCC staff at a pre-bid meeting, which has been scheduled for July 19, 2017 at 13:00. Prospective bidders will meet the Departmental Representative at the intersection of Jackson Line and Beattie Road, as shown in Figure 1.

Before submitting a bid, bidders must visit the site and its surroundings, at their own expense on July 19, 2017, to review and verify the form, nature, and extent of the work, materials needed for the completion of the work, the means of access to the site, severity, exposure and uncertainty of weather, soil conditions, any accommodations they may require, and in general shall obtain all



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necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. No allowance shall be made subsequently in this connection on account of error or negligence to properly observe and determine the conditions that will apply.

Contractors, bidders, or those they invite to site are to review specification section on Health and Safety before visiting site. Take all appropriate safety measures for any visit to site, either before or after acceptance of bid.

### **Expected Start and Completion Dates**

The services of the Contractor will be commencing on award of the contract. The expected completion date of this project is **September 30, 2017**.

### **MANDATORY REQUIREMENTS:**

- The minimum acceptable amount of Public Liability and Property Damage Insurance is \$2,000,000.00 per occurrence. All tenders **must** be accompanied by confirmation from the tenderer's insurance company that the required insurance will be available upon contract award;
- The tenderer must provide tender security, at the tenderer's own cost, in accordance with the document entitled "Tender Security Requirements" as Bid Security is required for bids over \$100,000. Under these circumstances, the Tender and **original signed Bid Bond** must be delivered to the Closing Location prior to the closing date.

**Note:** All tender securities (Bid Bond) will be returned except that of the successful tenderer (Bidder), which will be retained until the successful tenderer (Contractor) has completed the said contract.

**Question and Answer period:** DFO will accept questions from Bidders **until Thursday, July 20, 2017**. These are to be sent **directly and only** to the contracting Officer listed below.

**Enquiries** regarding this Invitation to Tender are **ONLY** to be submitted in writing by emailing to the following:

**Beverly Shawana**  
Senior Contracting Officer  
**E-mail:** [beverly.shawana@dfo-mpo.gc.ca](mailto:beverly.shawana@dfo-mpo.gc.ca)

**Telephone: (613) 949-1490**