



INVITATION TO TENDER NOTICE

Solicitation #: FP802-170163
Closing Date: Thursday, October 19, 2017
Time for solicitation closure: 02:00 PM, Eastern Daylight Time (EDT)

Title: Renovation of Canadian Coast Guard Equipment Shelters

Work site location: Various sites in Nova Scotia
Port Caledonia, St. Columba, Sand Point and Fox Island, Nova Scotia

THIS INVITATION TO TENDER PACKAGE INCLUDES THE FOLLOWING:

1. Invitation to Tender Notice;
2. Construction Tender Form (**Mandatory - to be completed by Bidder**);
3. Specifications (Description of the required work); and
4. Drawings.

CLOSING LOCATION(S):

Location #1: For electronic submissions **ONLY**, please send all electronic proposals to:
Lynda.Coulombe@df-mpo.gc.ca

Location #2: For printed submissions and Bid Bonds ONLY (via Canada Post or by Courier), please send to:

**Fisheries and Oceans Canada,
Attention: Lynda Coulombe
Procurement Hub – Ottawa Office,
Station 9W087, 9th Floor
200 Kent Street,
Ottawa, Ontario K1A 0E6**

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

LATE TENDER:

Any tender received after the above noted time will be considered late and will be returned to the sender unopened. Tenders may be revised by email, provided the tender and revision(s) are both received prior to Tender Closing Time.



BID SECURITY:

For bids **greater than 100K**, the Bidder shall submit bid security with the tender in the form of a bid bond or a security deposit, with original signature(s). **Fax or photocopies are NOT acceptable.** The Bid Security shall be submitted in accordance with section G109 – Bid Security Requirements of DFO Instructions to Bidders ([DFO Instructions to Bidders](#))

Notes:

- (a) *The Bid Security is to be submitted in hard copy with original signature(s) and by the bid closing date, time and mailing address as indicated above.*
- (b) *The Bid Security will be returned except that of the successful Bidder, which will be retained until the successful Contractor has completed the said contract.*

SCOPE OF WORK:

The work covered under this project consists of all demolition, architectural, structural, mechanical and electrical work to facilitate the installation of new equipment for the Canadian Coast Guard.

1. The removal of existing mechanical and electrical equipment/systems as indicated on the contract drawings and more particularly, specified herein.
2. The installation of all mechanical and electrical equipment/systems, as indicated on the contract drawings and more particularly, specified herein.
3. The contractor is responsible for the testing of all systems in presence of Coast Guard personnel at delivery and a report of the testing results to be delivered to owner no later than ten (10) working days after completion of all the testing. Testing shall include but not be limited to:
 1. Ventilation System
 2. Lighting
 3. Heating System
 4. All alarm points back to alarm cabinet
 5. Verification of electrical circuit designations
 6. Verification of documentation
 7. Physical inspection of equipment shelters
4. Documentation on the system and subsystem is to be provided by the contractor. This shall include but not limited to:
 1. Complete set of as-built drawings.



2. A complete maintenance manual indicating required maintenance for all installed components, schedule and parts list.
3. A complete report on all system testing.

5. The work included in this contract is specified in the format of general specification document with specific works identified on drawings. The contractor remains responsible for the appropriation of the work between the trade, contractors, his own forces and suppliers. The Engineer will not be responsible for determination of or for providing opinion on the scope of work split between sub-contractors and trade jurisdictions.

SITE VISIT:

There is no mandatory site visit.

But should a Bidder want a voluntary site visit at either of these two sites. Port Caledonia and/or St. Columba, they must send an email to Lynda.Coulombe@dfo-mpo.gc.ca no later than **noon (EDT) on Thursday, October 12, 2017** and provide the following information:

- a. Business name
- b. Business address
- c. Business phone number
- d. Bidder's representative name
- e. Bidder's representative email address

PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE:

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.

ENQUIRIES

DFO will accept Enquiries from Bidders until **2:00 PM Eastern Daylight Time (EDT) on Friday, October 13, 2017**. Bidders must send their enquiries by email to Lynda.Coulombe@dfo-mpo.gc.ca.

EXPECTED START AND COMPLETION DATES:

Start Date: Upon contract Award



Completion Date: December 18, 2017

SECURITY REQUIREMENTS:

None.

ACCEPTANCE OF TENDERS:

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.

Kind Regards,

Lynda Coulombe

Procurement and Contracting Consultant

Procurement Hub, Materiel and Procurement Services, 9W087

Fisheries and Oceans Canada

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