



Fisheries and Oceans
Canada

INVITATION TO TENDER NOTICE

Fisheries and Oceans Canada (DFO) invites tenders from Bidders to provide the construction services described in this Invitation to Tender (ITT) as below.

Solicitation #: FP802-170189
Closing Date: Friday, October 27, 2017
Time for solicitation closure: 14:00 EDT (Eastern Daylight Time)

Title: Install Metal Roofing Systems – Search and Rescue (SAR) Station,
Work site location: Souris, Prince Edward Island

This Invitation to Tender Package includes the following:

1. Invitation to Tender Notice
2. Statement of Work/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@df-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 9W072, 9th Floor,
200 Kent Street, Ottawa, Ontario K1A 0E6
Telephone: (613) 949-1490

PLEASE NOTE:

All bids bonds are to be submitted in hard copy **by the bid closing date and time to the**



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mailing address indicated above.

DELIVERABLES / SCOPE OF WORK

Supply and install a new VicWest steel roofing CL 435 – 24 gauge metal roofing systems on both the Souris SAR Main Building and the Souris SAR Warehouse/Garage Building in Souris, Prince Edward Island including all associated/related materials/items/equipment/components, all associated/related resources, and all works/services related/associated to the removal of the existing asphalt roofing systems and installing new metal roofing systems. Details in the Statement of Work and attachments.

MANADATORY SITE VISIT

A **Mandatory Site Visit** will be held on October 19, 2017.

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

Bidders that wish to visit the site must send an email to Beverly.shawana@dfo-mpo.gc.ca no later than **noon (EDT) on Wednesday October 18, 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

The time and date of the site visit will be sent to the bidder via email.

Pre-Bid Meeting and Site Visit

Attendance at the pre-bid meeting and site visit is a prerequisite for participating in the procurement process. Interested firms and parties are to meet at the **Souris SAR Main Building Entrance** at a pre-bid meeting, which has been scheduled for October 19, 2017 at 13:00 Hours. Prospective bidders will meet the Departmental Representative at **Souris SAR, 122 Breakwater Drive, Souris, PE**

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

Before submitting a bid, bidders must visit the site and its surroundings, at their own expense on October 19, 2017, to review and verify the form, nature, and extent of the work, materials needed



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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 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 **November 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 Monday, October 23, 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

Telephone: (613) 949-1490