



Fisheries and Oceans
Canada

INVITATION TO TENDER NOTICE

Solicitation #: FP802-170349

Closing Date: Thursday, February 22, 2018

Time for solicitation closure: 14:00 EST (Eastern Standard Time)

This Invitation to Tender is for the department of Fisheries and Oceans Canada.

Title: NAFC P-18 Snorkel Hood Extension

Work site location: St. John's NL

This Invitation to Tender Package includes the following:

1. Invitation to Tender Notice
2. Specification (Description of required services) and Drawings
3. Construction Tender Form (**Mandatory - to be completed by Bidder**)
4. Mandatory Security Requirements – Appendix "A"

CLOSING LOCATION(S):

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

Please send your electronic proposal to: 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 9W074, 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 mailing address indicated above.

DELIVERABLES / SCOPE OF WORK

Please reference the "Specifications" within this invitation to tender.



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Part 1 GENERAL

1.1 SECTION INCLUDES

- .1 Title and description of Work.
- .2 Contract Method.
- .3 Work sequence.
- .4 Contractor use of premises.
- .5 Owner occupancy.

1.2 WORK COVERED BY CONTRACT DOCUMENTS

- .1 Work of this contract comprises of all architectural, structural, mechanical and electrical work for the installation of 7 additional owner supplied extraction arms into the existing lab ventilation system at the NAFC, Whitehills Facility, St. John's. Refer to Section 01 00 50 – General Instruction for further description of work.

1.3 CONTRACT METHOD

- .1 Construct the Work under a single lump sum contract.

1.4 WORK SEQUENCE

- .1 Construct Work to accommodate Owner's continued use of premises during construction.
- .2 Maintain fire access/control.

1.5 CONTRACTOR USE OF PREMISES

- .1 Contractor has restricted use of site and shall co-ordinate with the project manager.
- .2 Contractor shall have limited use of premises for storage and access.
- .3 Coordinate use of premises under direction of the project manager.
- .4 Obtain and pay for use of additional storage or work areas needed for operations under this Contract.

1.6 OWNER OCCUPANCY

- .1 Owner will occupy premises during entire construction period for execution of normal operations.
- .2 Cooperate with the project manager in scheduling operations to minimize conflict and to facilitate Owner usage.



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MANDATORY SITE VISIT

It is mandatory that the Bidder or a representative of the Bidder visit the work site. The site visit will be held on **Monday, February 12, 2018 at 80 East White Hills Road.**

Bidders must communicate with the Contracting Authority no later than two (2) business days prior to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders will be required to sign an attendance sheet. Bidders should confirm in their bid that they have attended the site visit. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

Contractors, bidders, or those they invite to site are to review specification Section 01 35 29 – Health and Safety Requirements before visiting site. Take all appropriate safety measures for any visit to site, either before or after acceptance of bid.

Bidders that wish to visit the site must send an email to Beverly.shawana@dfo-mpo.gc.ca 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

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 **March 22, 2018.**

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



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(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 Tuesday, February 16, 2018**. 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