



INVITATION TO TENDER NOTICE

Solicitation #: FP802-170325
Closing Date: Tuesday, March 6, 2018
Time for solicitation closure: 02:00 PM, Eastern Standard Time (EST) / Ottawa

Title: Construction and Installation of two modular buildings at the DFO West Vancouver Laboratory

Work site location: West Vancouver, British Columbia

THIS INVITATION TO TENDER PACKAGE INCLUDES THE FOLLOWING:

1. Invitation to Tender Notice;
2. Construction Tender Form (**Mandatory - to be completed by Bidder**);
3. Statement of Work (Description of the required work);
4. Specifications (1, 2a and 2b); and
5. Drawings / Plans.

CLOSING LOCATION(S):

Location #1: Electronic submissions ONLY, please send the construction tender form proposal to: Lynda.Coulombe@dfo-mpo.gc.ca

Location #2: If sending a Bid Bond, via Canada Post or by Courier please send to:

**Fisheries and Oceans Canada,
Attention: Lynda Coulombe
Procurement Hub – Ottawa Office,
Station 9W085, 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 / DELIVERABLES:

The West Vancouver Laboratory is undergoing a growth phase to realize the Pacific Science Enterprise Center (PSEC). As part of the PSEC there is a larger Master Planning process underway for the site in the long term.

In the short term the Department of Fisheries and Oceans Canada (DFO) is planning on installing two modular buildings to accommodate immediate science needs. One modular building is planned to accommodate an acoustics/electronics lab and the other one is planned to relocate the feed production facilities.

DFO requires construction and installation of two modular fabricated 24x24 buildings. The buildings are foam filmed steel skinned with aluminum frames. The building frames and foam cores have been ordered and will be delivered to site. The construction contractor will be responsible for assembly and all connections including HVAC, electrical, plumbing, equipment set up and testing etc., as shown on attached specs.

SITE VISIT:

A site visit will be organized by the technical authority. Bidders **who deem it necessary** must contact the Fisheries and Oceans Canada Procurement Officer. **Only one visit will be organized** by the Ministry. Bidders will then have to inspect the site and anticipate all the conditions that are likely to influence the course of the work. Submission of a tender will be evidence that the tenderer has prepared his / her proposal with full knowledge of the facts and is aware of the inherent risks arising from the work of the project.



Bidders whom wish to visit the site must send an email to Lynda.Coulombe@dfo-mpo.gc.ca no later than **Friday, February 23, 2018** 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 site visit is **scheduled for Monday February 26th at 1 pm**. The location is 4160 Marine Drive, West Vancouver, BC.

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 Standard Time (EST) on Wednesday, February 28, 2018 at 6pm**. 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 for the construction work: May 31, 2018

SECURITY REQUIREMENTS:

Project staff will be required to be escorted when inside the buildings.

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, Fisheries and Oceans Canada

200, Kent Street, 9W085

Ottawa, Ontario, K1A 0E6

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