



Fisheries and Oceans
Canada

INVITATION TO TENDER NOTICE

Solicitation #: FP802-180005

Closing Date: Wednesday, May 9, 2018

Time for solicitation closure: 2:00 pm EDT

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

Title: BIO-Polaris Building Fit-up

Work site location: Dartmouth, Nova Scotia

This Invitation to Tender Package includes the following:

1. Invitation to Tender Notice
2. Specifications
3. Architectural plans
4. Electrical plans
5. Mechanical plans
6. Construction Tender Form (**Mandatory - to be completed by Bidder**)

CLOSING LOCATION(S):

Location #1 – For electronic submissions ONLY

Please send your electronic proposal to: Julie.Michelle.Tremblay@dfo-mpo.gc.ca

The maximum size per email (including attachments) is limited to **10MB**. If the limit is exceeded, your email might not be received by DFO. It is suggested that you compress the email size or send multiple emails to ensure delivery. Bidders are responsible to send their proposal and to allow enough time for DFO to receive the proposal by the closing period indicated in the RFP.

For bids transmitted by email, DFO will not be responsible for any failure attributable to the transmission or receipt of the email bid. DFO will send a confirmation email to the Bidders when the submission is received.

Location #2 - For hard copy submissions and bid bonds

Fisheries and Oceans Canada,
Attention: Julie Michelle Tremblay
Ref : FP802-180005
Procurement Hub – Ottawa Office,
Station 9E251, 9th Floor,
200 Kent Street,
Ottawa, Ontario K1A 0E6
Telephone: (613) 293-6805



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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 whether the bid submission is sent via Location #1 or Location #2.

DELIVERABLES / SCOPE OF WORK

The Department of Fisheries and Oceans requires the completion of renovations in the Polaris Building at the Bedford Institute of Oceanography (BIO) to fit-up office space to Workplace 2.0 Standards.

Please see Specification for a complete detail listing of the requirement.

FAMILIARIZATION WITH SITE

Before submitting a bid, bidders can visit the site and its surroundings 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, 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 or costs to do the work. 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 contact the Contracting officer.

EXPECTED START AND COMPLETION DATES

The services of the Contractor will be commencing upon contract award. The expected completion date of this project is **August 10, 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 (Bidder), which will be retained until the successful tenderer (Contractor) has completed the said contract.



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Question and Answer period: DFO will accept questions from Bidders **until Wednesday, May 2, 2018 at 5:00 pm EDT**. 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:

Julie Michelle Tremblay
Senior Contracting Officer
E-mail: Julie.Michelle.Tremblay@dfo-mpo.gc.ca
Telephone: (613) 293-6805