



## INVITATION TO TENDER NOTICE

**Solicitation #:** FP802-180072  
**Closing Date:** **Friday, August 10, 2018**  
**Time for solicitation closure:** 02:00 PM, Eastern Daylight Time (EDT)

**Title:** Emergency Generator System for Search & Rescue Station

**Work site location:** Burgeo, NL

### **THIS INVITATION TO TENDER PACKAGE INCLUDES THE FOLLOWING:**

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

### **CLOSING LOCATION(S):**

**Location #1:** For electronic submissions **ONLY**, please send your electronic proposal to:  
[Beverly.shawana@dfo-mpo.gc.ca](mailto:Beverly.shawana@dfo-mpo.gc.ca)

**Location #2:** Should your submission be over \$100,000.00 you are required to submit a Bid Bond. This must be the original copy and sent in via Canada Post or by Courier to:

**Fisheries and Oceans Canada,  
Attention: Beverly Shawana  
Procurement Hub – Ottawa Office,  
Station 9E249, 9th Floor  
200 Kent Street,  
Ottawa, Ontario K1A 0E6  
Tel: 613-407-3861**

**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 consists of the furnishing of all plant, labour, equipment and material for emergency generator installation at the Search and Rescue facility in Burgeo, NL, in strict accordance with specifications and accompanying drawings and subject to all terms and conditions of the Contract. The generator and associated fuel tank and transfer switch will be supplied by the Owner and is to be picked-up at DFO's warehouse in Donovan's Industrial Park, Mount Pearl, by the successful Contractor and delivered to the site. The successful contractor assumes all responsibility for the loading, delivery and installation of Owner supplied equipment. Any damages to Owner supplied equipment will be replaced at the Contractor's cost.

In general, work under this contract consists of:

- Installing a new emergency generator and associated 72 hour capacity fuel tank
- Construction of a new emergency power electrical service trench. Service trench to be completed to match surrounding terrain including provisions for new asphalt where applicable.
- Construction of a new fenced compound for the emergency generator system, including concrete pads, chain link fencing and access steps/grating.
- Modifications to the existing electrical room to accommodate the new work.
- New exterior automatic transfer switch on a dedicated concrete pad.

Do not proceed with any portion of the work until the Departmental Representative has approved the Contractor's written work plan. Note that the Contractor will be responsible for engaging a Cummins manufacturer's representative to assist with commissioning and training of the system, at the installation site (all costs associated with engaging the Cummins representative will be the responsibility of the successful contractor).



## **MANDATORY SITE VISIT**

It is mandatory that the Bidder or a representative of the Bidder visit the work site.

Bidders must communicate with the Contracting Authority no later than **July 26, 2018** 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 on Health and Safety 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](mailto: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

## **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), Friday, August 03, 2018**. Bidders must send their enquiries by email to [Beverly.shawana@dfo-mpo.gc.ca](mailto:Beverly.shawana@dfo-mpo.gc.ca)

## **EXPECTED START AND COMPLETION DATES:**

**Start Date:** Upon contract Award  
**Completion Date:** October 05, 2018



**SECURITY REQUIREMENTS:**

N/A

**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,

Beverly Shawana  
Procurement and Contracting Consultant  
Procurement Hub, Materiel and Procurement Services, 9E249  
Fisheries and Oceans Canada  
200, Kent Street, Ottawa, ON, K1A 0E6, CANADA  
Telephone: 613-407-3861  
Email: [Beverly.shawana@dfo-mpo.gc.ca](mailto:Beverly.shawana@dfo-mpo.gc.ca)