

NOTICE OF PROPOSED PROCUREMENT (NPP)

Canadian Embassy Grounds Maintenance and Landscaping Services, Washington D.C.

Solicitation number: 18-135303

Requirement

Global Affairs Canada has a requirement for a range of grounds maintenance and exterior landscaping services to be performed at the Embassy of Canada in Washington D.C., United States of America. The Embassy of Canada in Washington D.C. includes a landscape area of approximately 8300 sq. feet for the Chancery and 21,000 sq. feet for the Official Residence.

The range of required services includes regularly scheduled services and periodical services on an “as and when requested” basis and will include the contractor providing all necessary labour, supervision, materials, consumables, transportation, tools, uniforms and equipment necessary to perform the required work.

The work will be performed at the Embassy of Canada in Washington D.C. USA.

The contractor must have an office in the greater Washington D.C. area.

The contract is tentatively set to begin on 01 November 2018 for a period of two years. The contract includes three additional option periods of one year each.

The solicitation contains a security requirement of reliability status for contractor personnel working on site in Washington D.C. USA. The successful bidder, its proposed resources and/or subcontractors who require security clearance will be sponsored by DFATD to obtain the required clearances before award of contract.

Basis of Selection

Bids will be assessed in accordance with the entire requirement of the bid solicitation document including the technical (mandatory and point rated) and financial evaluation criteria.

The responsive bid with the lowest evaluated price per point will be recommended for award of a contract.

Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder attend the Chancery and Official Residence visit on August 17, 2018. The first visit will be held at 2825 Rock Creek Drive NW Washington, DC 20008 at 10:00 am. Then, the address for the second visit will be given and the bidder or a representative will be expected at this address at 11:30 am.

Bidders are requested to confirm their attendance with Canada's Representative no later than two working days before the conference and provide the names of the person(s) who will attend. Bidders will be required to sign an attendance form. The bidder's representatives must be the same for both locations.

A maximum of two (2) representatives per bidder will be permitted to attend. Bidders who do not confirm attendance and provide the name(s) of the person(s) who will attend as required will not be allowed access to the sites. Bidders will be requested to sign an attendance form. Bidders who do not attend will not be given an alternative appointment and will be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

Distribution of Solicitation Documents

The solicitation documents are available on request to Canada's Representative at: internationalproposals@international.gc.ca The Crown retains the right to negotiate with suppliers on any procurement.

Documents may be submitted in either official language of Canada.