



INVITATION TO TENDER NOTICE

Solicitation #: FP802-180049
Closing Date: Thursday, September 13, 2018
Time for solicitation closure: 02:00 PM, Eastern Daylight Time (EDT)

Title: Greening of Government Operations, Pass Island Lightstation

Work site location: Pass Island, Newfoundland and Labrador

THIS INVITATION TO TENDER PACKAGE INCLUDES THE FOLLOWING:

1. Invitation to Tender Notice;
2. Construction Tender Form (**Mandatory - to be completed by Bidder**);
3. Civil Specifications (*Description of the required work*); and
4. Civil Drawings (Cover & ME-2).

CLOSING LOCATION(S):

Location #1: Please send your completed “Construction Tender Form” **via email ONLY**, as an attachment to: Lynda.Coulombe@dfo-mpo.gc.ca

Location #2: Should your submitted bid be over \$100,000.00 you are required to provide a Bid Bond. **This Bid Bond must be in its original version and sent via Canada Post or by Courier by closing time and date to:**

**Fisheries and Oceans Canada,
Attention: Lynda Coulombe
Procurement Hub – Ottawa Office,
Station 9E255, 9th Floor
200 Kent Street,
Ottawa, Ontario K1A 0E6
Telephone: 613-327-9911**

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 contractor is to supply and install two (2) new Mini split AC Units. The AC Units is to be installed on new wall brackets secured to the existing concrete foundation. Power is to be fed from existing Panel 'B' in the Storage room. Installation of the AC Units is to include the power connections, refrigerant connections, controls, and insulation. The AC unit controls are to be tie into and control the existing electric baseboards. Cut, patch, and make finishes like-new as needed. Seal all new exterior wall penetrations water-tight.

The Contractor is to relocate existing portable generator and housing unit to accommodate new mini split AC system.

Contractor with a maximum of 2 people will be allowed to stay in the light keeper dwelling for 2 nights maximum. Contractor must bring their own food, linen, supplies, etc.

DFO will provide helicopter services for Contractor mobilization and demobilization activities. The services will only be provided between the work site and a designated location near Hermitage area (for Pass Island). Mobilization is limited to two (2) return trips between the designated location and the work site. Similarly, demobilization is limited to two (2) return trips between the designated location and the work site. The maximum number of personnel to be accommodated during mobilization and demobilization activities is four (4). The maximum



amount of weight during slinging operations for mobilizing/demobilizing equipment and materials is 1,200 pounds. During all mobilization activities DFO will not be held responsible for any lost or damaged equipment and materials. The Contractor is responsible to fully secure and contain all materials/equipment/fuels/etc. If in the opinion of the Departmental Representative (or the coast guard pilot), the materials are not properly secured and contained, the chopper will not provide the services to the Contractor.

Note that chopper services are variable due to inclement weather and other coast guard operations and in this regard downtime is to be expected (there will be no additional contract costs if chopper services are unavailable when requested by the Contractor to mobilize/demobilize).

SITE VISIT:

Before submitting a bid, it is recommended that bidders 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 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.

Should a Bidder want a voluntary site visit they must send an email to Lynda.Coulombe@dfo-mpo.gc.ca and provide the following information as an escort to the location is required by DFO:

- 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) on Thursday, September 6th, 2018**. 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: November 9th, 2018

SECURITY LEVEL REQUIREMENTS:

Reliability clearance is required by the contractor otherwise all access to the site will and must be escorted by DFO.

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
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Ottawa, ON, K1A 0E6
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