



APPENDIX “C” – MANDATORY REQUIREMENTS

Refer to section SR3 Mandatory Requirements.

The Bidder should use the tables below to provide the information requested.

Failure to comply with any of the mandatory requirements will render the Proposal non-compliant and the Proposal will receive no further consideration.

Bidders can request the project grids in Word format by emailing realproperty-contracts@international.gc.ca.

SECTION 1 - CORPORATE EXPERIENCE

CORPORATE EXPERIENCE		
Item	Description	Compliance
M1	Proponent must have a minimum of ten (10) years' experience in the provision of building condition reports, in the past 15 years to bid closing date.	Bidder should provide the following in the enclosed field: <ul style="list-style-type: none"> • a summary of their experience; • demonstration of 10+ years' experience; and • demonstrate experience is no later than year 2004

Experience	
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CORPORATE EXPERIENCE		
M2	Proponent must be located in Japan or have a minimum of one sub-consultant located in Japan.	Bidder should provide the address in Japan: Address: _____



CORPORATE EXPERIENCE		
Item	Description	Compliance
M3	Proponent must demonstrate experience in the field by providing information on one international project with similar scope executed in the last 5 years.	Bidder should complete one (1) project grid below with an international project.

PROJECT - INTERNATIONAL	
Project Title	
Value of Mandate	<input type="checkbox"/> Building Condition Report Mandate; value over \$100K Canadian dollars
Check off applicable box:	<input type="checkbox"/> Public assembly buildings <input type="checkbox"/> Institutional buildings <input type="checkbox"/> Heritage buildings <input type="checkbox"/> Personal services building <input type="checkbox"/> Building with complex IT systems
Project Location	City: Country:
Client	Company Name: <u>Reference</u> Name: Title: Telephone Number: Email Address:
Project Cost (\$ CAD)	\$ _____
Work Period	Start date of work (month, year): End date of work (month, year):
Description of Project Scope	
Corporate Role in Project	
Services Provided by Proponent	



CORPORATE EXPERIENCE		
Item	Description	Compliance
M4	Proponent must demonstrate experience in the field by providing information on projects with similar scope executed in the last 5 years.	Bidder should complete two (2) project grids below with other projects than the international project already presented.

PROJECT 1

Project Title	
Value of Mandate	<input type="checkbox"/> Building Condition Report Mandate; value over \$100K Canadian dollars
Check off applicable box:	<input type="checkbox"/> Public assembly buildings <input type="checkbox"/> Institutional buildings <input type="checkbox"/> Heritage buildings <input type="checkbox"/> Personal services building <input type="checkbox"/> Building with complex IT systems
Project Location	City: Country:
Client	Company Name: <u>Reference</u> Name: Title: Telephone Number: Email Address:
Project Cost (\$ CAD)	\$ _____
Work Period	Start date of work (month, year): End date of work (month, year):
Description of Project Scope	
Corporate Role in Project	
Services Provided by Proponent	

PROJECT 2

Project Title	
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Value of Mandate	<input type="checkbox"/> Building Condition Report Mandate; value over \$100K Canadian dollars
Check off applicable box:	<input type="checkbox"/> Public assembly buildings <input type="checkbox"/> Institutional buildings <input type="checkbox"/> Heritage buildings <input type="checkbox"/> Personal services building <input type="checkbox"/> Building with complex IT systems
Project Location	City: Country:
Client	Company Name: <u>Reference</u> Name: Title: Telephone Number: Email Address:
Project Cost (\$ CAD)	\$ _____
Work Period	Start date of work (month, year): End date of work (month, year):
Description of Project Scope	
Corporate Role in Project	
Services Provided by Proponent	

SECTION 2 – BUILDING CONDITION REPORT – CONSULTANT / PRINCIPAL LEADER

BUILDING CONDITION – CONSULTANT / PRINCIPAL LEADER		
Item	Description	Compliance
M5	The Prime Consultant (principal leader) must have a minimum of ten (10) years' experience in the provision of building condition reports, in the past 15 years to bid closing date.	Bidder should provide the following in the enclosed field: <ul style="list-style-type: none"> • a summary of their experience; • demonstration of 10+ years' experience; and • demonstrate experience is no later than year 2004



Experience	
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BUILDING CONDITION – CONSULTANT		
Item	Description	Compliance
M6	One member of the team must have a minimum of ten (10) years' experience in the provision of services involving Canadian Building Codes, in the past 15 years to bid closing date.	Bidder should provide the following in the enclosed field: <ul style="list-style-type: none">• a summary of their experience;• demonstration of 10+ years' experience; and• demonstrate experience is no later than year 2004



Experience	
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SECTION 3 - CERTIFICATIONS AND LICENSING

CERTIFICATIONS/LICENSING		
Item	Description	Compliance
M7	<p>The senior individuals carrying out the work shall hold professional certification and be licensed to practice in their respective country:</p> <p>Consultant (principal leader): Ontario Professional Engineers, or provincial equivalent; Royal Architectural Institute of Canada and/or a provincial affiliate (example OAA), Ontario Order of chartered accountants or provincial equivalent, or RICS, or FRICS, or MRICS, or ARES, or Japanese <u>equivalent designation</u>, or International <u>equivalent designation</u></p> <p>Senior Engineers or Engineering Technicians and technologists (mechanical, electrical and structural): Ontario Professional Engineers, or Ontario Association of Certified Engineering Technicians and Technologists, or provincial equivalent; or Japanese <u>equivalent designation</u>, or International <u>equivalent designation</u></p>	<p>Individual personnel do not have to be licenced in Japan. The objective is to have an evaluation <u>similar</u> to Canadian Standards where the focus and consistency is the same as Canadian Custodial Assets while following the law and regulations in Japan to the extent required for compliance. One responsible team member has to be licenced in Japan and not the entire list of personnel.</p> <p>In order to demonstrate compliance, the bidder must provide registration number and/or copies of certification/ licensing.</p>



	<p>Senior Architect: RAIC (Royal Architectural Institute of Canada) and a provincial affiliate (example OAA) or Japanese <u>equivalent designation</u>, or International <u>equivalent designation</u></p> <p>Senior Quantity Surveyor: RICS, FRICS, MRICS, or Japanese <u>equivalent designation</u>, or International <u>equivalent designation</u></p>	
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