



Fisheries and Oceans
Canada

INVITATION TO TENDER NOTICE

Solicitation #: F5211-190628

Closing Date: Monday, January 6, 2020

Time for solicitation closure: 2:00 pm Atlantic Standard Time

This Invitation to Tender is for Fisheries and Oceans Canada.

Title: Mechanical and Electrical Upgrades - Technical Services Building, Pacific Biological Station

Work site location: The Pacific Biological Station is located at 3190 Hammond Bay Road, Nanaimo, British Columbia V9T 6N7

This Invitation to Tender Package includes the following:

1. Invitation to Tender Notice
2. Specifications/Drawings
3. Construction Tender Form (**Mandatory - to be completed by Bidder**)

CLOSING LOCATION(S):

Location #1 – For electronic submissions ONLY

Please send your electronic proposal to: DFOtenders-soumissionsMPO@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

Fisheries and Oceans Canada,
Attention: Emmanuelle Porter
Ref: F5211-190628
Procurement Hub – Fredericton Office,
301 Bishop Drive, Fredericton, NB, E3C 2M6

Please Note:

All bids security 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

Mechanical and Electrical Services are being sought for the installation of new HVAC, plumbing, electrical power, lighting, communications, security access and integration of an addressable fire alarm system and devices into the existing Technical Services Building at the Pacific Biological Station. The building is not occupied. It has been selectively demolished and is in a “shell” condition. The building has 3 bays and is being renovated into workshops for 3 individual Fisheries and Oceans Canada user groups. The Pacific Biological Station is a Fisheries and Oceans Canada facility operated by its Real Property Branch.

Location

The Pacific Biological Station is located at 3190 Hammond Bay Road, Nanaimo, British Columbia V9T 6N7 and is separated into the Lower Campus and Upper Campus by Stephenson Point Road. The Technical Services Building is located in the Upper Campus behind the Whitmore Building at 3225 Stephenson Point Road.

MANDATORY SITE VISIT

It is mandatory that the bidder or a representative of the bidder visit the work site. One session will be held on **December 19, 2019 at 10:30 a.m. Pacific time**. Bidders are to register and attend the session offered.

Bidders must communicate with the contracting authority no later than one (1) day prior to confirm attendance and provide 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 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.

Send an email to emmanuelle.porter@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

EXPECTED START AND COMPLETION DATES

The services of the Contractor will be commencing upon contract award. The expected completion date of this project is **March 31, 2020**.



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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;

Question and Answer period: DFO will accept questions from Bidders **until Monday December 23, 2019 at 2:00 pm Atlantic Time**. 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:

Emmanuelle Porter
Contracting Specialist
E-mail: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca