



**RETURN BIDS to:  
RETOURNER LES SOUMISSIONS à :**

Name: Marin McLeod  
Email Address: [DFOtenders-soumissionsMPO@dfo-mpo.gc.ca](mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca)

Bid documents and bid security received by fax will not be accepted.

**INVITATION TO TENDER  
APPEL D'OFFRES**

Proposal to: Fisheries and Oceans Canada

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : Pêches et Océans Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux appendices ci-jointes, les biens, les services, et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

<b>Title / Titre</b> Painting at Anticosti Island	
<b>Solicitation No. / N° de l'invitation</b> F5211-200217	<b>Date</b> July 20, 2020
<b>Client Reference No. / No. de référence du client(e)</b> F3766-200046	
<b>Solicitation Closes / L'invitation prend fin</b> <b>At / à :</b> 14 :00 pm ADT (Atlantic Daylight Time)  <b>On / le :</b> August 5, 2020	
<b>F.O.B. / F.A.B.</b> Destination	
<b>Address Inquiries to : / Adresser toute demande de renseignements à :</b> Marin McLeod – A/Contracting Specialist <b>Telephone No. – No. De téléphone 506-461-3743</b> <b>Email / Courriel:</b> <a href="mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca">DFOtenders-soumissionsMPO@dfo-mpo.gc.ca</a>	
<b>Destination of Goods, Services, and Construction / Destination des biens, services, et construction</b> L'île Anticosti	

**TO BE COMPLETED BY THE BIDDER** (type of print)

**A ÊTRE COMPLÉTER PAR LE SOUMISSIONNAIRE** (taper ou écrire en caractères d'imprimerie)

<b>Vendor Name, Address and Representative / Nom du vendeur, adresse et représentant du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. / No. de téléphone</b>	
<b>Name and title of person authorized to sign on behalf of Vendor (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>



## INVITATION TO TENDER

Painting at Anticosti Island

### **IMPORTANT NOTICES TO BIDDERS**

**Please be advised that due to COVID-19, the Fisheries and Oceans Canada (DFO) will Temporarily also be accepting Bid Bonds in Digital Bid Bond Format.**

**These Digital Bid Bonds will need to be in an electronically verifiable/enforceable format. All instruction details for accessing authentication should be included with the submitted Digital Bid Bond. It is important to note that a scanned and uploaded copy of a paper Bid Bond is not a Digital Bid Bond.**

**All bid bonds must be irrevocable and open for bid acceptance for the time period outlined in the Bid Document.**

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) are to be replaced with Fisheries and Oceans Canada (DFO).

### **LISTING OF SUBCONTRACTORS**

Take note that R2710T, GI07 "Listing of Subcontractors and Suppliers" has been amended. See SI13 of the Special Instructions

### **BID SUBMITTAL**

The maximum email file size that DFO is capable of receiving is 10 megabytes. The Bidder is responsible for any failure attributable to the transmission or receipt of the emailed bid due to file size. Emails with links to bid documents will not be accepted.



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### **GENERAL INSTRUCTIONS - CONSTRUCTION SERVICES - BID SECURITY REQUIREMENTS - [R2710T](#)** **(2020-05-28)**

The following GI's are included by reference and are available at the following Web Site:

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

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## SPECIAL INSTRUCTIONS TO BIDDERS (SI)

### SI01 INTRODUCTION

1. Fisheries and Oceans Canada (DFO) intends to retain a Contractor to provide construction services for the project as set out in this Invitation to tender (ITT).
2. Bidders responding to this ITT are requested to submit a full and complete quotation. Refer to [GI09](#) 'Submission of Bid'.
3. Point 1 of Article GI09 of [R2710T](#) (2020-05-28) is replaced by the following:
  1. The Bid and Acceptance Form, duly completed, and the bid security shall be submitted to the email address(es) designated on the Front Page "Invitation to Tender" for the receipt of bids. The bid must be received on or before the date and time set for solicitation closing.

### SI02 BID DOCUMENTS

1. The following are the Bid Documents:
  - a. Invitation to Tender - Page 1;
  - b. Special Instructions to Bidders;
  - c. General Instructions - Construction Services - Bid Security Requirements [R2710T](#) (2020-05-28);
  - d. Clauses & Conditions identified in "[Contract Documents](#)";
  - e. Drawings and Specifications;
  - f. Bid and Acceptance Form and related Appendices; and
  - g. Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

2. General Instructions - Construction Services - Bid Security Requirements [R2710T](#) (2020-05-28) are incorporated by reference and is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>
3. Bid documents and bid security must be submitted by email to the address(es) and by the time indicated on the cover page. Documents received by fax will not be accepted. Bid Security must be submitted as per GI08 "Bid Security Requirements". No scanned copies or photocopies will be accepted.
4. A bid bond may be submitted in a digital format if it meets the following criteria:
  - 4.1. The version submitted by the Bidder must be verifiable by DFO with respect to the totality and wholeness of the bond form, including: the content; all digital signatures; all digital seals; with the Surety Company, or an approved verification service provider of the Surety Company.
  - 4.2. The version submitted must be viewable, printable and storable in standard electronic file formats acceptable to DFO, and in a single file. Allowable formats include pdf.
  - 4.3. The verification may be conducted by DFO immediately or at any time during the life of the bond and at the discretion of DFO with no requirement for passwords or fees.
  - 4.4. The results of the verification must provide a clear, immediate and printable indication of pass or fail regarding Item 4.1.

Bonds failing the verification process will NOT be considered to be valid.

Bonds passing the verification process will be treated as original and authentic.



### SI03 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in GI15 - Approval of alternative materials of [R2710T](#) (2020-05-28), General Instructions - Construction Services - Bid Security Requirements, enquiries should be received no later than five (5) business days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer will examine the content of the enquiry and will decide whether or not to issue an amendment.
3. All enquiries and other communications related to this bid sent throughout the solicitation period must be directed **ONLY** to the Contracting Officer named on the Invitation to Tender - Page 1. Failure to comply with this requirement may result in the bid being declared non-compliant.

### SI04 NO SITE VISIT

No site visit is required for this project.

### SI05 REVISION OF BID

1. Article GI10 of [R2710T](#) (2020-05-28) is replaced by the following;
2. A bid submitted in accordance with these instructions may be revised by letter provided the revision is received at the office designated for the receipt of bids on or before the date and time set for the closing of the solicitation. It shall be attached to an email as a new PDF document with the following information clearly indicated:
  - a. **REVISED "BID AND ACCEPTANCE FORM" DATED \_\_\_\_\_** *(insert date of original bid submitted to DFO)*;
  - b. Solicitation Number;
  - c. Be on the Bidder's letterhead or bear a signature that identifies the Bidder;
  - d. For the lump sum portion of a bid, clearly identify the amount of the current revision. The total aggregate sum of all revisions submitted, including the current revision, shall be shown separately; and
  - e. For the Price Per Unit portion of a bid, clearly identify the change(s) in the Price(s) per Unit and the specific Item(s) to which each change applies. If a revision is to be applied to a specific Item that was previously amended then, in addition to the amount of the current revision, the total aggregate sum of all revisions submitted, including the current revision, for that Item shall be shown separately.
3. A letter submitted to confirm an earlier revision shall be clearly identified as "CONFIRMATION ONLY" for each contemplated change.
4. Failure to comply with any of the above provisions shall result in the rejection of the non-compliant revision(s) only. The bid shall be evaluated based on the original bid submitted and all other compliant revision(s).

### SI06 OPENING OF BIDS

There will be no public opening of bids.



## SI07 BID RESULTS

Bid received will be registered on DFO "Bid Register" form and the Unofficial Bid Result will be emailed to all bidders that were listed on the Bid Register. The Bid Register will provide the following information:

- a. Name of the Bidder
- b. Date and time bid was received from the Bidder
- c. Bidder bid amount

## SI08 INSUFFICIENT FUNDING

In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may:

- a. cancel the solicitation;
- b. obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; or
- c. negotiate a reduction in the bid price and/or scope of work of not more than 15% with the Bidder submitting the lowest compliant bid. Should an agreement satisfactory to Canada not be reached, Canada shall exercise option (a) or (b).

## SI09 BID VALIDITY PERIOD

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders will have the option to either accept or reject the proposed extension.
2. If the extension referred to in paragraph 1 above is accepted, in writing, by all those who submitted bids, then Canada will continue immediately with the evaluation of the bids and its approvals processes.
3. If the extension referred to in paragraph 1 above is not accepted in writing by all those who submitted bids then Canada will, at its sole discretion, either
  - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
  - b. cancel the invitation to tender.
4. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 - Rejection of Bid - of [R2710T](#) (2020-05-28).

## SI10 INDUSTRIAL SECURITY REQUIREMENT / SECURITY CLEARANCE

There is no security requirement for this project.

## SI11 INTEGRITY PROVISIONS BID REQUIREMENTS

In accordance with the *Ineligibility and Suspension Policy*, section 17 requires suppliers, regardless of their status under the policy provide the following information when bidding, contracting or entering into a real property agreement. Bidders must provide the required documentation, as applicable, to be given further consideration in the procurement process:

1. All suppliers, regardless of their status under the policy, must submit the following information when participating in a procurement processor real property transaction:
  - suppliers that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
  - suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
  - suppliers that are a partnership do not need to provide a list of names.



If the list of names has not been received in a procurement process or real property transaction by the time the evaluation of bids or offers is completed, or has not been received in a procurement process or real property transaction where no bid/offer will be submitted, the contracting authority will inform the supplier of a time within which to provide the information. Providing the required names is a mandatory requirement for award of a contract or real property agreement. Failure to provide the list of names within the time specified will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement. Please refer to Information Bulletin: [Required information to submit a bid or offer](#) for additional details. To submit required information, Bidders may use the form titled *Integrity Regime Verification*, found in Appendix 2.

2. The bidder must submit with its bid an Integrity Declaration Form only when the following is applicable.
  - a) The supplier must submit a completed [Integrity Declaration Form](#) to disclose any information pertaining to any criminal charge or conviction in the past three years of a Canadian offence listed in section 6 of the [Ineligibility and Suspension Policy](#) (the “policy”) or similar foreign offence listed in section 7 of the Policy.
  - b) The supplier must submit a completed [Integrity Declaration Form](#) if the supplier cannot provide certification to all of the [Integrity provisions](#) requirements listed below. By submitting a bid or offer in response to a bid solicitation or real property transaction, the supplier is certifying the following :
    1. It has read and understands the *Ineligibility and Suspension Policy*;
    2. It understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
    3. It is aware that Canada may request additional information, certifications, and validations from the [Offeror] or a third party for purposes of making a determination of ineligibility or suspension;
    4. It has provided with its [bid/offer] a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first-tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy;
    5. None of the domestic criminal offences, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and its proposed first-tier subcontractors; and
    6. It is not aware of a determination of ineligibility or suspension issued by PSPC that applies to it.

The completed [Integrity Declaration Form](#) must be submitted with its bid/offer. The completed form must be placed in a sealed envelope labeled “Protected B”, and addressed to:

Integrity, Departmental Oversight Branch  
Public Services and Procurement Canada  
11 Laurier Street  
Portage Phase III Tower A 10A1 – room 105  
Gatineau QC K1A 0S5  
Canada

## SI12 LISTING OF SUBCONTRACTORS

[R2710T](#), GI07 has been amended to the following.

### GI07 (2015-02-25) Listing of Subcontractors

The Bidder must submit the names of Subcontractors for the part or parts of the Work listed. See APPENDIX 3. Failure to do so will result in the disqualification of its bid.





## S113 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Treasury Board Appendix L, Acceptable Bonding Companies

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494>

Buy and Sell

<https://buyandsell.gc.ca/for-businesses>

Canadian economic sanctions

[https://www.international.gc.ca/world-monde/international\\_relations-relations\\_internationales/sanctions/index.aspx?lang=eng](https://www.international.gc.ca/world-monde/international_relations-relations_internationales/sanctions/index.aspx?lang=eng)

Contractor Performance Evaluation Report (Form FP-5135)

[http://www.dfo-mpo.gc.ca/contract-contrat/forms-formulaires/FP\\_5135\\_E.pdf](http://www.dfo-mpo.gc.ca/contract-contrat/forms-formulaires/FP_5135_E.pdf)

Bid Bond (form FP-5132)

[http://www.dfo-mpo.gc.ca/contract-contrat/forms-formulaires/FP\\_5132\\_E.pdf](http://www.dfo-mpo.gc.ca/contract-contrat/forms-formulaires/FP_5132_E.pdf)

Performance Bond (form FP-5134)

[http://www.dfo-mpo.gc.ca/contract-contrat/forms-formulaires/FP\\_5134\\_E.pdf](http://www.dfo-mpo.gc.ca/contract-contrat/forms-formulaires/FP_5134_E.pdf)

Labor and Material Payment Bond (form FP-5133)

[http://www.dfo-mpo.gc.ca/contract-contrat/forms-formulaires/FP\\_5133\\_E.pdf](http://www.dfo-mpo.gc.ca/contract-contrat/forms-formulaires/FP_5133_E.pdf)

Standard Acquisition Clauses and Conditions (SACC Manual)

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/all>

PWGSC, Industrial Security Services

<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

PWGSC, Code of Conduct and Certifications

<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Integrity Verification Form:

<https://www.tpsgc-pwgsc.gc.ca/ci-if/ln-form-eng.html>

Integrity Declaration Form

<https://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>

Trade agreements

<https://buyandsell.gc.ca/policy-and-guidelines/Policy-and-Legal-Framework/Trade-Agreements>

Surety Association of Canada

<https://www.suretycanada.com/>



## CONTRACT DOCUMENTS (CD)

1. The following are the Contract Documents:

- a. Acceptance By Fisheries and Oceans Canada (Contract) when signed by Canada;
- b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
- c. Drawings and Specifications;
- d. General Conditions and clauses:

GC1	General Provisions – Construction services	<a href="#">R2810D</a> (2017-11-28);
GC2	Administration of the Contract	<a href="#">R2820D</a> (2016-01-28);
GC3	Execution and Control of the Work	<a href="#">R2830D</a> (2019-11-28);
GC4	Protective Measures	<a href="#">R2840D</a> (2008-05-12);
GC5	Terms of Payment	<a href="#">R2850D</a> (2019-11-28);
GC6	Delays and Changes in the Work	<a href="#">R2865D</a> (2019-05-30);
GC7	Default, Suspension or Termination of Contract	<a href="#">R2870D</a> (2018-06-21);
GC8	Dispute Resolution	<a href="#">R2880D</a> (2019-11-28);
GC9	Contract Security	<a href="#">R2890D</a> (2018-06-21);
GC10	Insurance	<a href="#">R2900D</a> (2008-05-12);
GC6.4.1	Allowable costs for Contract Changes	<a href="#">R2950D</a> (2015-02-25);

- e. Supplementary Conditions;
- f. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
- g. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
- h. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.

2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:  
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) are to be replaced with Fisheries and Oceans Canada (DFO).

3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.



## SUPPLEMENTARY CONDITIONS (SC)

### SC01 INDUSTRIAL SECURITY RELATED REQUIREMENTS, DOCUMENT SAFEGUARDING

The following security requirement (SRCL and related clauses) applies and form part of the Contract.

- The supplier and all individuals assigned to work on the contract or arrangement MUST NOT have access to PROTECTED or CLASSIFIED information/assets.
- The supplier and all individuals assigned to work on the contract or arrangement MUST NOT have unescorted access to restricted access areas of Fisheries and Oceans Canada facilities, or Canadian Coast Guard vessels.
- The supplier and all individuals assigned to work on the contract or arrangement MUST NOT remove any PROTECTED or CLASSIFIED information/assets from DFO site(s).
- Subcontracts or arrangement with a third party which contain security requirements are not to be awarded without the prior written permission of the Contracting Authority.

### SC02 INSURANCE TERMS

#### 1. Insurance Contracts

- a. The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
- b. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

#### 2. Period of Insurance

- a. The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.
- b. The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

#### 3. Proof of Insurance

- a. Before commencement of the Work, and no later than thirty (30) days after acceptance of its bid, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein titled Certificate of Insurance, [Annex B](#).
- b. Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

#### 4. Insurance Proceeds

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

#### 5. Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.



## BID AND ACCEPTANCE FORM (BA)

### BA01 IDENTIFICATION

Painting at Anticosti Island

### BA02 BUSINESS NAME AND ADDRESS OF BIDDER

Legal Name: \_\_\_\_\_

Operating Name (if any): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ PBN: \_\_\_\_\_

Email address: \_\_\_\_\_

Industrial Security Program Organisation Number (ISP ORG#): \_\_\_\_\_  
(when required)

#### Organizational Structure:

Corporate Entity  Privately Owned Corporation  Sole Proprietor  Joint Venture

### BA03 THE OFFER

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the **TOTAL BID AMOUNT INDICATED IN APPENDIX 1**.

### BA04 BID VALIDITY PERIOD

The bid must not be withdrawn for a period of thirty (30) days following the date of solicitation closing.

### BA05 ACCEPTANCE AND CONTRACT

Upon acceptance of the Bidder's offer by Canada, a binding Contract will be formed between Canada and the Bidder. The documents forming the Contract will be the Contract Documents identified in "Contract Documents (CD)" section.

### BA06 CONSTRUCTION TIME

The Contractor must perform and complete all Work by **December 31, 2020**. See specifications for the project milestones.

### BA07 BID SECURITY

The Bidder must enclose bid security with its bid in accordance with GI08 - Bid Security Requirements of [R2710T](#) (2020-05-28), General Instructions – Construction Services – Bid Security Requirements.

### BA08 ELECTRONIC PAYMENT OF INVOICES

Although electronic payment is the preferred method of payment, the Bidder is not obligated to accept payment by Electronic Payment Instruments.



The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a) Acquisition Card; or
- b) Direct Deposit (Domestic and International);

If you are the successful bidder on this or any other DFO requirement, you are encouraged to register with DFO for direct deposit. Contact DFO Corporate Accounting by e-mail: [DFOAccountingHub@DFO-MPO.GC.CA](mailto:DFOAccountingHub@DFO-MPO.GC.CA) to receive a form titled *Recipient Electronic Payment Registration Request* along with instructions for completion of the form.

Invoices submitted shall be paid in accordance with the General Conditions and [clause GC5, Terms of Payment](#).

**BA09 SIGNATURE**

\_\_\_\_\_  
Name and title of person authorized to sign on behalf of Bidder (*type or print*)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



### APPENDIX 1 - COMBINED PRICE FORM

- 1) The unit prices will be used to establish the total amount of the prices calculated. Any arithmetical error in this appendix will be corrected by Canada.
- 2) Canada may reject the bid if any of the prices submitted do not faithfully reflect the cost of performing the portion of the work to which that price applies.

#### UNIT PRICE TABLE

The unit price table indicates the part of the work which is subject to a unit price arrangement.

- (a) The works forming part of each article are as described in the sections of the quotation with reference.
- (b) The unit price must not include amounts for work that is not included in the unit price items.

Activity		Quantity*	Unit Price	Unit	Total	Instructions
<b>1. Mobilization, demobilization, installation, scraping of the lighthouse (interior and exterior), disposal of materials and exterior paint.</b>						
1,1	Cap-de-Rabast	lump sum		\$	\$	Indicate the lump sums in the green cells. For elements 1.1, 1.2 and 1.3, the amounts indicated must include everything related to administration, project management, mobilization, demobilization, installation, daily reports, scraping (interior and exterior), exterior painting, health and safety, accommodation, meals and all the equipment required for this work.
1,2	Pointe Carleton	lump sum		\$	\$	
1,3	Cap de la Table	lump sum		\$	\$	
1,4	Transport and disposal of chips - non-hazardous materials	10		\$/kg	\$	Indicate the cost per kg in the green cell. Proposal scenario: 10 kg
1,5	Transportation and disposal of chips - hazardous materials	10		\$/kg	\$	Indicate the cost per kg in the green cell. Proposal scenario: 10 kg
1,6	Summary report for all works	lump sum		\$	\$	Indicate the lump sum in the green cell.
				<b>Total**</b>		
				:	\$	

Activity		Quantity*	Unit Price	Unit	Total	Instructions
<b>2. Optional work</b>						
2,1	Repair of damaged concrete	10		\$/h	\$	Indicate the hourly rate for concrete repair. Proposal scenario: 10 hours
2,2	Management / administration fees for transport, purchase of equipment and concrete	-	7	%	\$	This percentage is imposed in this call for proposals. A management / administration fee of 7% will be added to the transportation and material invoices required for concrete repairs. Do not change the cell to yellow.
2,3	Painting inside lighthouses	20		\$/h	\$	Indicate the hourly rate in the green cell. Proposal scenario: 20 hours.
2,4	Material cost per square meter	10		\$/m <sup>2</sup>	\$	Indicate the cost per square meter for the material (without being limited to: paint, rollers, brush, etc.). Proposal scenario: 10 square meters
2,5	Debris collection	2		\$/h	\$	Indicate the hourly rate in the green cell. Proposal scenario: 2 hours
2,6	Transport and disposal of non-hazardous debris	10		\$/kg	\$	Indicate the cost per kg in the green cell. Proposal scenario: 10 kg
2,7	Transportation and disposal of debris - hazardous materials	10		\$/kg	\$	Indicate the cost per kg in the green cell. Proposal scenario: 10 kg
2,8	Accommodation and meal costs for optional works	5		\$/j	\$	Indicate the unit rate for all workers. Proposal scenario: 5 days
				<b>Total**:</b>		
					\$	



\* The unit rates presented here will be applied for the calculation of payments.

The quantities entered in the "Quantity" column represent a theoretical scenario aimed at establishing a total comparative price between the proposals. The actual quantities during the works will be used for payments from each budget item. This is based on supporting documents. Quantities must be validated with the DFO Project Authority as described in the statement of requirements.

\*\* The company having obtained the lowest total will be awarded this contract.

<b>TOTAL AMOUNT OF BID</b> Excluding applicable tax(es)	_____ \$
--	----------



## APPENDIX 2 – INTEGRITY REGIME VERIFICATION

Section 17 of the [Ineligibility and Suspension Policy](#) (the Policy) require suppliers, regardless of their status under the Policy, to submit the following information when participating in a procurement process or real property transaction:

- Suppliers including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors.
- Privately owned corporations must provide a list of the owners' names.
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners.
- Suppliers that are a partnership do not need to provide a list of names.

If the list of names has not been received in a procurement process or real property transaction by the time the evaluation of bids or offers is completed, or has not been received in a procurement process or real property transaction where no bid/offer will be submitted, the contracting officer will inform the supplier of a time within which to provide the information. Providing the required names is a mandatory requirement for award of a contract or real property agreement. Failure to provide the list of names within the time specified will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement.

Bidders can print the [Integrity Verification form](#) and attach it as part of their bid

If bidder submitted an Integrity Declaration Form with the bid as detailed in section [SI12](#) please complete the following:

**Integrity Declaration Form was submitted with bid** \_\_\_\_\_ *(provide detail, such as email date, etc.)*





### APPENDIX 3 – LISTING OF SUBCONTRACTORS

1. In accordance with section GCI07 - Listing of Subcontractors and Suppliers of [R2710T](#) (2020-05-28) - General Instructions -Construction Services – Bid Security Requirements the Bidder should provide a list of Subcontractors with their Bid.
  - a) list the sub-contractors for specific divisions of work identified in the below chart and the estimated value of work

	<i>Subcontractor</i>	<i>Division</i>	<i>Sub-Trade Category</i>	<i>Estimated Value of work</i>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				



### APPENDIX A - CERTIFICATE OF INSURANCE



### CERTIFICATE OF INSURANCE

Description and Location of Work	Contract No.
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code

Additional Insured  
**Her Majesty the Queen in Right of Canada as represented by Fisheries and Ocean (DFO)**

Type of Insurance (Required when Checked)	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
<input checked="" type="checkbox"/> Commercial General Liability				\$	\$	\$
<input type="checkbox"/> Umbrella/Excess Liability				\$	\$	\$
<input checked="" type="checkbox"/> Builder's Risk / Installation Floater				\$		
<input checked="" type="checkbox"/> Contractors Pollution Liability				\$	Aggregate	\$
				<input type="checkbox"/> Per Incident <input type="checkbox"/> Per occurrence		
<input type="checkbox"/> Insert other type of insurance as required				\$		

I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverages stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.



Name of person authorized to sign on behalf of Insurer(s)  
(Officer, Agent, Broker)

Telephone Number

Signature

Date D / M / Y



**CERTIFICATE OF INSURANCE**  
Page 2 of 2

<b>General</b>	<b>Commercial General Liability</b>	<b>Builder's Risk / Installation Floater</b>
<p>The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverages listed under the corresponding type of insurance on this page.</p> <p>The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Fisheries and Oceans Canada (DFO) as an additional insured.</p> <p>The Policy shall be endorsed to provide the Owner with not less than thirty (30) days notice in writing in advance of a cancellation or change or amendment restricting coverage.</p> <p>Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided.</p> <p>Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.</p>	<p>The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100.</p> <p>The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:</p> <ul style="list-style-type: none"> <li>(a) Blasting.</li> <li>(b) Pile driving and caisson work.</li> <li>(c) Underpinning.</li> <li>(d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.</li> </ul> <p>The policy must have the following minimum limits:</p> <ul style="list-style-type: none"> <li>(a) <b>\$5,000,000</b> Each Occurrence Limit;</li> <li>(b) <b>\$10,000,000</b> General Aggregate Limit per policy year if the policy contains a General Aggregate; and</li> <li>(c) <b>\$5,000,000</b> Products/Completed Operations Aggregate Limit.</li> </ul> <p>Umbrella or excess liability insurance may be used to achieve the required limits.</p>	<p>The insurance coverage provided must not be less than that provided by the latest edition of IBC Forms 4042 and 4047.</p> <p>The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.</p> <p>The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.</p> <p>The policy must have a limit that is <b>not less than the sum of the contract value</b> plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished Work. If the value of the Work is changed, the policy must be changed to reflect the revised contract value.</p> <p>The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance Proceeds" (<a href="https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2900D/2">https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2900D/2</a>).</p>
<p><b>Contractors Pollution Liability</b></p> <p>The policy must have a limit usual for a contract of this nature, but not less than <b>\$1,000,000</b> per incident or occurrence and in the aggregate.</p>		



## ANNEX B – SPECIFICATIONS

### 1. INTRODUCTION

#### 1.1 Title

Painting work on Anticosti Island

#### 1.2 Context

The Department of Fisheries and Oceans (DFO) owns lighthouses that may contain lead paint.

In an effort to address the potential release of lead to the environment, DFO wishes to scrape, clean and paint the exterior of the lighthouses listed in this statement. The objective of scraping and cleaning is not to strip the entire building, but rather to completely remove the paint that may contain lead in order to avoid any future emissions and to make some minor repairs from the surface when necessary. The subsequent application of a paint that meets current environmental standards should allow the remaining paint to be sealed.

During the works, all precautions must be taken to avoid chips, paint residue or other contaminants from contaminating the environment (air, water, soil) and avoid disturbing migratory birds potentially present near the site.

In order to proceed with the repair of the lighthouses, DFO requires from your firm to submit a full fee proposal for the work mentioned in this statement.

#### 1.3 Work Location

The three lighthouses concerned are located on Anticosti Island. The *Cap de la Table* lighthouse, the *Cap-de-Rabast* lighthouse and the *Pointe Carleton* lighthouse. The Cap-de-Rabast site is used by an outfitter. Certain restrictions may apply in connection with tourism, hunting and/or fishing. Authorizations may be required to access the site.

#### 1.4 Sites Description

Cap de la Table, Cap de Rabast and Pointe Carleton

These three lighthouses are located on Anticosti Island. These sites are located near an aquatic birds concentration area. Access to Anticosti Island is by boat (Port Meunier ferry). The sites can then be reached by a network of forest roads.

The Cap de la Table lighthouse (like the neighboring lighthouses of Cap-de-Rabast and Pointe-Carleton) was built as part of the program to improve and modernize navigation aids in the Gulf of the St. Lawrence. Built of reinforced concrete on an octagonal plan, the lighthouse of Cap-de-la-Table, with a height of 15.85 meters (52 feet), sports the traditional colors of the Canadian Coast Guard (CCG), namely white and red.

The Cap de la Table lighthouse is a federal heritage building recognized for its historic importance, the architectural interest and the privileged place it occupies in its environment. Authorizations must be requested from the *Federal Heritage Buildings Review Office* (FHBRO), by the representative of the ministry, before carrying out the work.

The Cap de Rabast lighthouse is also built of reinforced concrete on an octagonal plan, 22 meters (72 feet) high. This lighthouse is also a federal heritage building recognized for its historical importance, and will have to receive authorizations from the FHBRO.

The Pointe Carleton lighthouse, also in concrete on an octagonal plan, 15.9 meters (52 feet) high. It is also recognized as a federal heritage building and must receive authorization from the FHBRO.



## 1.5 Site Visit

To submit a fee proposal, the tenderer is not required to carry out a site visit given the complexity of access to them.

## 2. MANDATE

### 2.1 Description

The mandate that DFO wishes to entrust includes, among others, the following activities :

- Interior and exterior scraping of the paint and painting of the exterior structure (seal the remaining contamination) of the lighthouses.
- Optional: Establish the work to be done on the lighthouse, detail the interventions with the associated costs. Example, replacement of glass on the headlight dome.
- Optional: Painting of the interior of the lighthouse and collecting debris inside the lighthouse.

### 2.2 Work Planning

#### 2.2.1 Health and Safety Plan

The Contractor must submit before starting work a health and safety plan specific to work related to the possible presence of lead. The health and safety section of this document describes the health and safety requirements for the mandate.

The contractor must also submit the health and safety plan related to COVID-19 to the departmental representative.

#### 2.2.2 Permits

If required, the contractor must obtain the permits required to carry out the work and hold an RBQ license.

#### 2.2.3 Choice of Colors

The colors used must allow the headlights to be restored using the colors most similar to the colors currently present on the various parts of the lighthouse. As an indication, examples of paint marks and numbers already used for the painting of other lighthouses belonging to DFO are provided in the following descriptions. The colors are to be used on the following parts :

- White: Example of color : « Peau de Tambour » no 6210-11 (Sico).
- Red: Example of color : « Vermillon » no 2002-10 (Benjamin Moore).

All surfaces must be painted with an exterior alkyd primer specially designed to optimize the adhesion of masonry coatings (Benjamin Moore Super Spec K176 or Sico Expert 880-124 or equivalent in terms of type and quality ), followed by an exterior paint for concrete surfaces, soft luster (Sico or Benjamin Moore or an equivalent in terms of type and quality). The contractor must submit before starting the work the list of products that he intends to use for approval by the departmental representative.



## **2.3 Painting Work**

### **2.3.1 Scraping and Cleaning Surfaces**

Scrape and clean surfaces using a scraper or other technique to minimize the risk of contaminating the environment. The use of water pressure jets should be avoided, as it involves the management of contaminated water. The objective is not to strip the buildings, but mainly to scrape off the flaking paint and any paint that can be removed and clean the surfaces so that the new paint adheres well. Wait until the material is very dry before painting. Check the water content so that it does not exceed 12%; or two days (48 hours) of drying.

The buildings must be wrapped in a cover (or other material allowing the containment of the work area) during cleaning, which must also cover the ground, in order to avoid the dispersion of dust and paint residue as well as the collection of paint chip residue caused by scraping and cleaning surfaces. The sites are known to be windy; consider this element in planning. Unless completely protected from the rain, outdoor work must be carried out outside on rainy days to avoid the management of potentially contaminated water. During this period, the contractor may scrape off the paint inside the lighthouse.

The contractor must comply with the requirements of the *Environment Quality Act*, among other things, for the temporary storage and for the elimination of waste, as well as paint residues and shavings (paint lead) in an authorized site. A chemical analysis of the residues by an accredited laboratory must be done by the contractor to determine the best way to dispose of them. The results of the analyzes should be provided to the project manager as soon as possible.

### **2.3.2 Repair of Damaged Concrete Elements**

Following the scraping work and before preparing the surface for painting, the contractor must repair the concrete or any damaged structure. Inform the department representative of the work to be carried out (area affected, location, estimated number of hours of work). The latter will assess the situation and confirm the completion of the work. Do not initiate work before obtaining the agreement of the DFO representative.

### **2.3.3 Painting Concrete Surfaces**

Apply the paint as soon as possible after cleaning the surface, before the surface deteriorates. Provide one coat of primer and two coats of finish. Painting should be done with rollers and / or brushes. Also, the contractor must comply with the guidelines provided by the manufacturer for the application of the products (drying time, temperature, humidity, etc.). See the plans in Appendix A for more details on the areas to be painted.

### **2.3.4 Painting Inside the Lighthouses**

The contractor must include in his optional bid, the paint work for the interior surface of the lighthouse and the collection of debris inside the lighthouses. This work may be carried out when the temperature is not suitable for outdoor work or at another time and following the authorization of the departmental representative (on a daily basis) and once the scratching of the interior surface of the lighthouse has been completed. No intervention may be carried out by the contractor before the approval of the departmental representative. DFO reserves the right to grant or not to the contractor the said work which will be listed by the contractor.

### **2.3.5 Additional Work to do on the Lighthouse**

As part of this mandate, the contractor will have to analyze the work that would be done on the lighthouse in order to make it safe. Establish a list of work to be carried out and the costs related to this work for approval by the departmental representative. No intervention may be carried out by the contractor before the approval of the departmental representative. DFO reserves the right to grant or not to the contractor said works which will be listed by the contractor.



### 2.3.6 Other Special Precautions

The work must not be carried out during periods when the weather conditions are inadequate and may affect the quality or increase the risk of contamination of the environment (eg strong winds). If necessary, moisten the walls before scraping them to reduce the production of paint dust.

As these sites are located near natural environments (including aquatic birds concentration area). Several mitigation measures will have to be implemented in order to protect the environment (see Environment section).

### 2.4 Work Inspections

Throughout the project, daily work reports, with photos, must be given to the department representative. Provide adequate means of communication to be able to transmit these reports every day. The work site must be restored to good condition and the satisfaction of the departmental representative at the end of the work. A site and work inspection could be done by a DFO representative. If necessary, the corrections must be made to the satisfaction of the departmental representative.

### 2.5 End of the Works

A short report of the work must be provided, including the list of products used (name of the products, quantity used, types and uses, product code, color code, confirmation that the product is environmentally friendly, disposal of hazardous materials and materials proof, etc.), a list of minor repairs that have been made and some before / after photos.

### 2.6 Health and Safety

The Contractor is responsible for his staff and his subcontractors participating in the project. The contractor must perform his work in accordance with applicable federal, provincial or municipal laws, regulations, codes, guides and standards.

Security measures will have to be applied to protect the population, such as signs, ribbons or fences, to delimit the area during work.

In addition, by accepting this contract, the contractor agrees to assume all the responsibilities normally assigned to the prime contractor under the *Act respecting occupational health and safety* and to act as site supervisor. Before starting the work, the contractor must :

- Regardless of the number of workers assigned to the site, submit to the departmental representative a work safety plan before starting the work (health and safety plan specific to the work to be done);
- Ensure that workers have received the training and the information necessary to perform the work safely and that all the tools and protective equipment required are available, comply with standards, laws and regulations and used;
- Comply at all times with the provisions of the *Act respecting occupational health and safety* and the *Safety Code for the construction industry* ;
- Notify their workers that they have the right to refuse any work that poses a risk to their health or safety;
- Delimit and barricade his work area and control access to it.



In case of an unforeseen incident, the contractor must take all necessary measures, including stopping the work, to protect the health and safety of workers and the public, as well as the environment, and communicate with the departmental representative without delay.

As previously mentioned, before starting the field work, the contractor must provide his site and work specific health and safety plan, as well as their health and safety COVID-19 plan. The health and safety plan must a) identify the health and safety risks applicable to this request (e.g. work at height, scraping with lead paint) and the means that will be used to respond safely to these risks. In addition, the list of required emergency numbers and an evacuation plan to the nearest health center must be presented. The contractor must comply with applicable laws and regulations.

## 2.7 Environment

Since the sites are located near natural environments (near water and an aquatic birds concentration area), certain mitigation measures must be applied to the work :

- Limit the effects of noise disturbance as much as possible (fauna, migratory birds and tourists / hunters). The machinery engine that is not operating should be turned off rather than left idling. Close the side panels of the generators;
- Any nest found on the site is protected using a buffer zone based on a protective distance appropriate to the circumstances. The contractor must notify the departmental representative if he discovers a nest in the work area.
- Avoidance measures are in place until the nestlings have naturally left, permanently, around the nest.
- Take all necessary measures in accordance with federal, provincial and municipal regulations in force in the territory targeted by the work for the removal, recovery of materials for removing existing paint and the disposal of paint waste depending results of chemical analysis. These analyzes must be carried out by an accredited laboratory at the expense of the contractor.
- Apply a paint that does not contain any harmful contaminants such as lead.
- Work areas must be confined to prevent dust or paint residue (shavings) from entering the environment (air, soil and water).
- The contractor must ensure at all times that the machinery is in good working order and free from leakage of oils, greases and fuels (including silencers and other noise reduction systems). Regular equipment inspections must be made (before and during the work);
- Check daily for contaminant leaks on equipment which, in this case, must be repaired immediately or removed from the site;
- An emergency measure plan in the event of a hazardous material spill must be submitted at least 3 weeks before the start of work.
- In the event of an oil or other hazardous material spill, immediately recover the oil and any contaminant accidentally spilled in the environment as well as the contaminated soil and dispose of it in accordance with the legislation in force. Notify the departmental representative and the authorities according to the emergency plan. Immediately report the situation to Environment Canada's emergency services (1-866-283-2333) and *Urgence Environnement du Québec* (1-866-694-5454).
- Place contaminated soil / excavated material between waterproof fabrics (below and above);
- Sampling the soils according to the methods recommended in the *Sampling Guide for Environmental Analysis, Booklet 5: Sampling of soils* from the CEAEQ;





- Submit samples to laboratory chemical analyzes, namely petroleum hydrocarbons C10 to C50, metals, polycyclic aromatic hydrocarbons (PAH) and volatile organic compounds (VOCs);
- Manage contaminated soils / materials according to current regulations and transport them to an authorized site (Provide transfer vouchers to the DFO representative).
- Materials imported to the site for construction must be free of contamination
- Spill kits must be available and easily accessible on site (eg near generator, storage area for hazardous products or machinery).
- Hazardous materials will be stored in a shelter bearing a clear identification of "Hazardous materials and other appropriate logos".
- Identify and use a temporary storage site on site for all potentially contaminating products. This site should be located in a location that minimizes the risk of soil and water contamination. Ideally, this site should be more than 30 meters from a watercourse, in a gently sloping area with no vegetation. Drums and other small containers of hazardous materials must be placed in a holding tank.
- Management of residual hazardous materials (eg paint chips) must be done in accordance with the regulations in force (storage, transport and disposal to an authorized site). Transport slips must be provided at the end of the work.
- All wastes should be sorted, contained, recycled where possible and transported in a timely and approved manner to appropriate disposal or recycling facilities outside the site.
- The site must be restored to the satisfaction of the departmental representative at the end of the work.

### 3. RELATED CONDITIONS

The service provider undertakes not to disclose or make known, without being duly authorized by DFO, anything of which it has become aware in the performance of the contract.

The service provider undertakes to take the necessary measures to ensure that each of his employees assigned to the performance of the contract certifies that any information obtained as a result of his assignment to the performance of the contract is not disclosed or made known anyone and will not use this information for personal gain.



### ANNEX C – DRAWINGS, PLANS, PHOTOS, OTHERS



Figures 1 and 2: Photo of the Cap de la Table site and photo of the lighthouse



Figures 3 and 4: Photo of the Cap-de-Rabast site and photo of the lighthouse



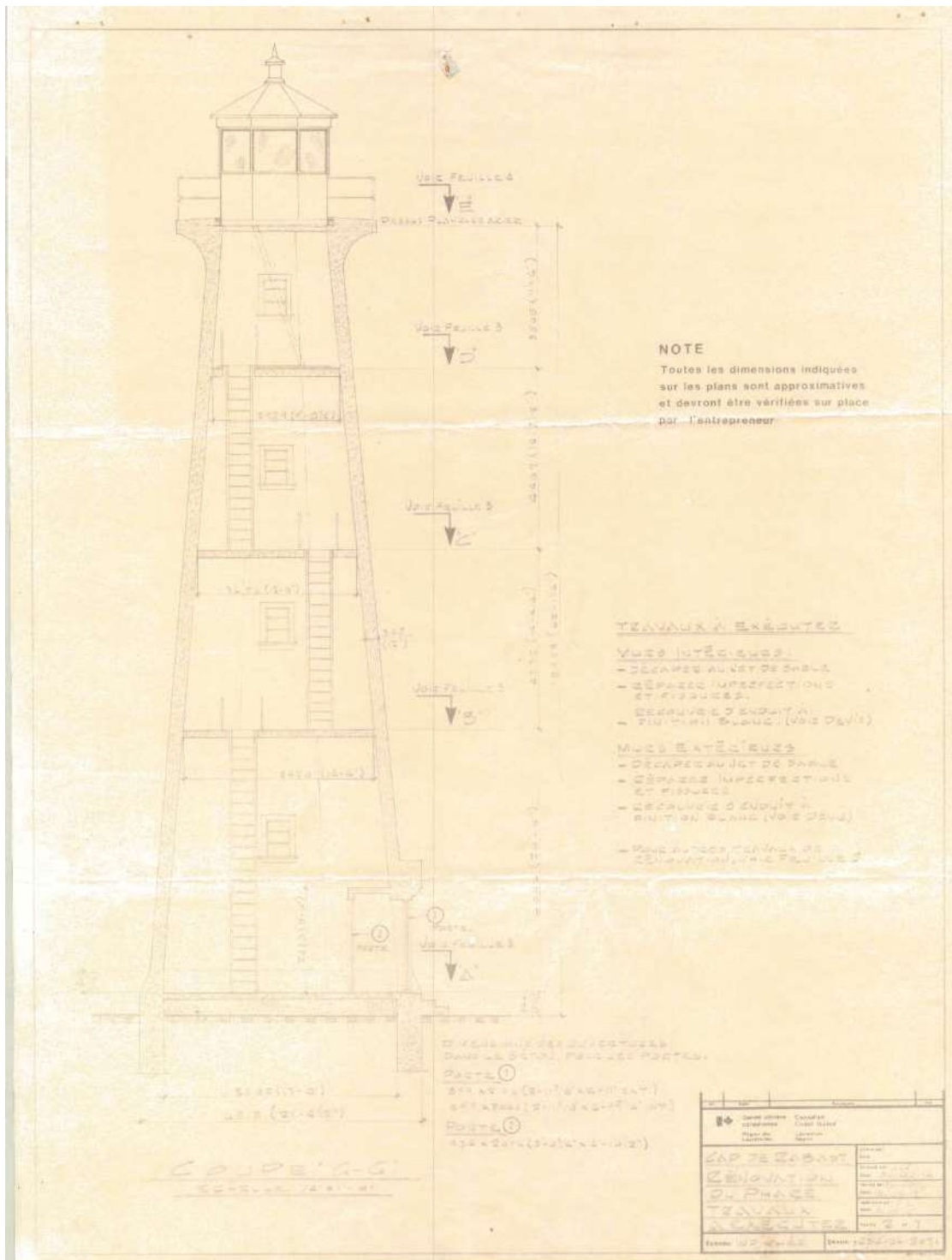
Figure 5 : Photo of the lighthouse at Pointe Carleton



Figure 6 : Photo of the location of lighthouses on Anticosti Island



# Plan Cap de Rabast









## Phare Cap de la Table

No plan available