

INVITATION TO TENDER

RETURN BIDS TO:

Bid Receiving / Agriculture and Agri-Food Canada

Agriculture and Agri-Food Canada
 Eastern Service Centre
 Tender Receiving Unit
 2001 Robert-Bourassa Blvd., Suite 671-TEN
 Montréal, Quebec
 H3A 3N2

TENDER TO:

Agriculture and Agri-Food 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 construction listed herein and on any attached sheets at the price(s) set out therefor.

Comments

ISSUING OFFICE

Agriculture and Agri-Food Canada
 Eastern Service Centre
 Tender Receiving Unit
 2001 Robert-Bourassa Blvd., Suite 671-TEN
 Montréal, Quebec
 H3A 3N2

Title				
New Fire Alarm System				
Solicitation No.			Date	
01B46-2021-064			2021-08-12	
Client Reference No.				
File No.				
01B46-2021-064				
Solicitation Closes:				
Day of Week	Month	Day	Year	Time
Friday	September	10	2021	02:00
Time of Day			Time Zone	
<input type="radio"/> AM <input checked="" type="radio"/> PM			Local Standard Time	
F.O.B				
<input type="radio"/> Plant <input checked="" type="radio"/> Destination <input type="radio"/> Other				
Address Enquiries to:				
Jean-François Lemay				
Title:				
Procurement Officer				
Email:				
jean-francois.lemay@agr.gc.ca				
Telephone Number		Ext.	Fax Number	
343 571-9706			514 283-1918	
Destination				
Agriculture and Agri-Food Canada Harrow Research and Development Centre 2585 County Road 20 Harrow, Ontario				

Instructions: See Herein

Delivery Required		Delivery Offered
March 31, 2022		
Vendor / Firm Name and Address		
Telephone Number		Fax Number

Name and title of person authorized to sign on behalf of Vendor / Firm
(type or print)

Signature

Date



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Appendix "A"

GENERAL INSTRUCTIONS TO BIDDERS



GENERAL INSTRUCTIONS TO BIDDERS

- GI01 Completion of Bid
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GI01 COMPLETION OF BID

- 1) The bid shall be:
 - (a) submitted on the BID AND ACCEPTANCE FORM provided by AAFC with the bid package or on a clear and legible reproduced copy of such BID AND ACCEPTANCE FORM that must be identical in content and format to the BID AND ACCEPTANCE FORM provided by AAFC;
 - (b) based on the Bid Documents listed in the Special Instructions to Bidders;
 - (c) correctly completed in all respects;
 - (d) signed, with an original signature, by a duly authorized representative of the Bidder; and
 - (e) accompanied by
 - (i) bid security as specified in GI07; and
 - (ii) any other document or documents specified elsewhere in the solicitation where it is stipulated that said documents are to accompany the bid.
- 2) Subject to paragraph 6) of GI10, any alteration to the pre-printed or pre-typed sections of the Bid and Acceptance Form, or any condition or qualification placed upon the bid shall be cause for disqualification. Alterations, corrections, changes or erasures made to statements or figures entered on the Bid and Acceptance Form by the Bidder shall be initialed by the person or persons signing the bid. Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.
- 3) Unless otherwise noted elsewhere in the Bid Documents, facsimile copies of bids are not acceptable.

GENERAL INSTRUCTIONS TO BIDDERS (Continued)

GI02 IDENTITY OR LEGAL CAPACITY OF THE BIDDER

- 1) In order to confirm the authority of the person or persons signing the bid or to establish the legal capacity under which the Bidder proposes to enter into Contract, any Bidder who carries on business in other than its own personal name shall, if requested by Canada, provide satisfactory proof of
 - (a) such signing authority; and
 - (b) the legal capacity under which it carries on business;

prior to contract award. Proof of signing authority may be in the form of a certified copy of a resolution naming the signatory(ies) that is (are) authorized to sign this bid on behalf of the corporation or partnership. Proof of legal capacity may be in the form of a copy of the articles of incorporation or the registration of the business name of a sole proprietor or partnership.

GI03 APPLICABLE TAXES

- 1) "Applicable Taxes" means the Goods and Services Tax (GST), the Harmonized Sales Tax (HST), and any provincial tax, by law, payable by Canada such as, the Quebec Sales Tax (QST) as of April 1, 2013.

GI04 CAPITAL DEVELOPMENT AND REDEVELOPMENT CHARGES

- 1) For the purposes of GC1.8 LAWS, PERMITS AND TAXES in the General Conditions of the Contract, only fees or charges directly related to the processing and issuing of building permits shall be included. The Bidder shall not include any monies in the bid amount for special municipal development, redevelopment or other fees or charges which a municipal authority may seek as a prerequisite to the issuance of building permits.

GI05 REGISTRY AND PRE-QUALIFICATION OF FLOATING PLANT

- 1) Dredges or other floating plant to be used in the performance of the Work must be of Canadian registry. For dredges or other floating plant that are not of Canadian make or manufacture, the Bidder must obtain a certificate of qualification from Industry Canada and this certificate must accompany the bid. Plant so qualified by Industry Canada may be accepted on this project.

GI06 LISTING OF SUBCONTRACTORS AND SUPPLIERS

- 1) Notwithstanding any list of Subcontractors that the Bidder may be required to submit as part of the bid, the Bidder shall, within 48 hours of receipt of a notice to do so, submit all information requested in the said notice including the names of Subcontractors and Suppliers for the part or parts of the Work listed. Failure to do so shall result in the disqualification of its bid.

GI07 BID SECURITY REQUIREMENTS

- 1) The Bidder shall submit bid security with the bid in the form of a bid bond or a security deposit in an amount that is equal to not less than 10 percent of the bid amount. Applicable Taxes shall not be included when calculating the amount of any bid security that may be required. The maximum amount of bid security required with any bid is \$2,000,000.00.

GENERAL INSTRUCTIONS TO BIDDERS (Continued)

- 2) A bid bond shall be in an approved form <http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494§ion=text#appS>, properly completed, with original signature(s) and issued by an approved company whose bonds are acceptable to Canada either at the time of solicitation closing or as identified in Treasury Board Appendix L: [Acceptable Bonding Companies](#).
- 3) A security deposit shall be an original, properly completed, signed where required and be either:
 - (a) a bill of exchange, bank draft or money order made payable to the Receiver General for Canada and certified by an approved financial institution or drawn by an approved financial institution on itself; or
 - (b) bonds of, or unconditionally guaranteed as to principal and interest by, the Government of Canada;
- 4) For the purposes of subparagraph 3) (a) of GI07
 - (a) a bill of exchange is an unconditional order in writing signed by the Bidder and addressed to an approved financial institution, requiring the said institution to pay, on demand, at a fixed or determinable future time a sum certain of money to, or to the order of, the Receiver General for Canada;
 - (b) if a bill of exchange, bank draft or money order is certified by or drawn on an institution or corporation other than a chartered bank, it must be accompanied by proof that the said institution or corporation meets at least one of the criteria described in subparagraph 4.c. of GI07, either by letter or by a stamped certification on the bill of exchange, bank draft or money; and
 - (c) An approved financial institution is:
 - (i) a corporation or institution that is a member of the Canadian Payments Association as defined in the [Canadian Payments Act](#);
 - (ii) a corporation that accepts deposits that are insured, to the maximum permitted by law, by the Canada Deposit Insurance Corporation or the "Autorité des marchés financiers";
 - (iii) a corporation that accepts deposits from the public if repayment of the deposit is guaranteed by Her Majesty the Queen in right of a province;
 - (iv) a corporation, association or federation incorporated or organized as a credit union or co-operative credit society that conforms to the requirements of a credit union which are more particularly described in paragraph 137(6) of the [Income Tax Act](#); or
 - (v) Canada Post Corporation.
- 5) Bonds referred to in subparagraph 3)(b) of GI07 shall be provided on the basis of their market value current at the date of solicitation closing, and shall be:
 - (a) payable to bearer;
 - (b) accompanied by a duly executed instrument of transfer of the bonds to the Receiver General for Canada in the form prescribed by the Domestic Bonds of Canada Regulations; or
 - (c) registered as to principal or as to principal and interest in the name of the Receiver General for Canada pursuant to the Domestic Bonds of Canada Regulations.

GENERAL INSTRUCTIONS TO BIDDERS (Continued)

- 6) As an alternative to a security deposit an irrevocable standby letter of credit is acceptable to Canada and the amount shall be determined in the same manner as a security deposit referred to above.
- 7) An irrevocable standby letter of credit referred to in paragraph 6) of GI07 shall
 - (a) be an arrangement, however named or described, whereby a financial institution (the "Issuer") acting at the request and on the instructions of a customer (the "Applicant) or on its own behalf,
 - (i) is to make a payment to, or to the order of, the Receiver General for Canada as the beneficiary;
 - (ii) is to accept and pay bills of exchange drawn by the Receiver General for Canada;
 - (iii) authorizes another financial institution to effect such payment or accept and pay such bills of exchange; or
 - (iv) authorizes another financial institution to negotiate against written demand(s) for payment provided that the terms and conditions of the letter of credit are complied with;
 - (b) state the face amount which may be drawn against it;
 - (c) state its expiry date;
 - (d) provide for sight payment to the Receiver General for Canada by way of the financial institution's draft against presentation of a written demand for payment signed by the Departmental Representative identified in the letter of credit by his/her office;
 - (e) provide that more than one written demand for payment may be presented subject to the sum of those demands not exceeding the face value of the letter of credit;
 - (f) provide that it is subject to the International Chamber of Commerce (ICC) Uniform Customs and Practice (UCP) for Documentary Credits, 2007 Revision, ICC Publication No. 600; pursuant to the ICC UCP; a credit is irrevocable even if there is no indication to that effect; and
 - (g) be issued or confirmed, in either official language, by a financial institution which is a member of the Canadian Payments Association and is on the letterhead of the Issuer or Confirmer. The format is left to the discretion of the Issuer or Confirmer.
- 8) Bid security shall lapse or be returned as soon as practical following:
 - (a) the solicitation closing date, for those Bidders submitting non-compliant bids; and
 - (b) the administrative bid review, for those Bidders submitting compliant bids ranked fourth to last on the schedule of bids; and
 - (c) the award of contract, for those Bidders submitting the second and third ranked bids; and
 - (d) the receipt of contract security, for the successful Bidder; or
 - (e) the cancellation of the solicitation, for all Bidders.
- 9) Notwithstanding the provisions of paragraph 8) of GI07 and provided more than three compliant bids have been received, if one or more of the bids ranked third to first is withdrawn or rejected

GENERAL INSTRUCTIONS TO BIDDERS (Continued)

for whatever reason then Canada reserves the right to hold the security of the next highest ranked compliant bid in order to retain the bid security of at least three valid and compliant bids.

GI08 SUBMISSION OF BID

- 1) The Bid and Acceptance Form, duly completed, and the bid security shall be enclosed and sealed in an envelope provided by the Bidder, and shall be addressed and submitted to the office designated on the INVITATION TO TENDER Form for the receipt of bids. The bid must be received on or before the date and time set for solicitation closing.
- 2) Unless otherwise specified in the Special Instructions to Bidders
 - (a) the bid shall be in Canadian currency;
 - (b) exchange rate fluctuation protection is not offered; and
 - (c) any request for exchange rate fluctuation protection shall not be considered.
- 3) Prior to submitting the bid, the Bidder shall ensure that the following information is clearly printed or typed on the face of the bid envelope:
 - (a) Solicitation Number;
 - (b) Name of Bidder;
 - (c) Return address; and
 - (d) Closing Date and Time.
- 4) Timely and correct delivery of bids is the sole responsibility of the Bidder.

GI09 REVISION OF BID

- 1) A bid submitted in accordance with these instructions may be revised by letter or facsimile 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. The letter or facsimile shall be on the Bidder's letterhead or bear a signature that identifies the Bidder;
- 2) A revision to a bid that includes unit prices must clearly identify the changes(s) in the unit price(s) and the specific item(s) to which each change applies.
- 3) A letter or facsimile submitted to confirm an earlier revision shall be clearly identified as a confirmation.
- 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).

GI10 REJECTION OF BID

- 1) Canada may accept any bid, whether it is the lowest or not, or may reject any or all bids.
- 2) Without limiting the generality of paragraph 1) of GI10, Canada may reject a bid if any of the following circumstances is present:

GENERAL INSTRUCTIONS TO BIDDERS (Continued)

- (a) the Bidder, or any employee or subcontractor included as part of the bid, has been convicted under Section 121 ("Frauds on the government" & "Contractor subscribing to election fund"), 124 "Selling or purchasing office"), 380 ("Fraud committed against Her Majesty") or 418 ("Selling defective stores to Her Majesty") of the Criminal Code of Canada, or under paragraph 80(1)(d) ("False entry, certificate or return"), subsection 80(2) ("Fraud against Her Majesty") or Section 154.01 ("Fraud against Her Majesty") of the *Financial Administration Act*;
 - (b) the Bidder's bidding privileges are suspended or are in the process of being suspended;
 - (c) the bidding privileges of any employee or subcontractor included as part of the bid are suspended or are in the process of being suspended, which suspension or pending suspension would render that employee or subcontractor ineligible to bid on the Work, or the portion of the Work the employee or subcontractor is to perform;
 - (d) the Bidder is bankrupt, or where for whatever reason, its activities are rendered inoperable for an extended period;
 - (e) evidence, satisfactory to Canada, of fraud, bribery, fraudulent misrepresentation or failure to comply with any law protecting individuals against any manner of discrimination, has been received with respect to the Bidder, any of its employees or any subcontractor included as part of its bid;
 - (f) evidence satisfactory to Canada that based on past conduct or behavior, the Bidder, a sub-contractor or a person who is to perform the Work is unsuitable or has conducted himself/herself improperly;
 - (g) with respect to current or prior transactions with Canada
 - (i) Canada has exercised, or intends to exercise, the contractual remedy of taking the work out of the contractor's hands with respect to a contract with the Bidder, any of its employees or any subcontractor included as part of its bid; or
 - (ii) Canada determines that the Bidder's performance on other contracts is sufficiently poor to jeopardize the successful completion of the requirement being bid on.
- 3) In assessing the Bidder's performance on other contracts pursuant to subparagraph 2)(g)(ii) of GI10, Canada may consider, but not be limited to, such matters as:
- (a) the quality of workmanship in performing the Work;
 - (b) the timeliness of completion of the Work;
 - (c) the overall management of the Work and its effect on the level of effort demanded of the department and its representative; and
 - (d) the completeness and effectiveness of the Contractor's safety program during the performance of the Work.
- 4) Without limiting the generality of paragraphs 1), 2) and 3) of GI10, Canada may reject any bid based on an unfavourable assessment of the:
- (a) adequacy of the bid price to permit the work to be carried out and, in the case of a bid

GENERAL INSTRUCTIONS TO BIDDERS (Continued)

providing prices per unit or a combination of lump sum and prices per unit, whether each such price reasonably reflects the cost of performing the part of the work to which that price applies;

- (b) Bidder's ability to provide the necessary management structure, skilled personnel, experience and equipment to perform competently the work under the Contract; and
 - (c) Bidder's performance on other contracts.
- 5) Where Canada intends to reject a bid pursuant to a provision of paragraphs 1), 2), 3) or 4) of GI10, other than subparagraph 2)(g) of IT10, the contracting authority will inform the Bidder and provide the Bidder ten (10) days within which to make representations, before making a final decision on the bid rejection.
- 6) Canada may waive informalities and minor irregularities in bids received if Canada determines that the variation of the bid from the exact requirements set out in the Bid Documents can be corrected or waived without being prejudicial to other Bidders.

GI11 BID COSTS

- 1) No payment will be made for costs incurred in the preparation and submission of a bid in response to the bid solicitation. Costs associated with preparing and submitting a bid, as well as any costs incurred by the Bidder associated with the evaluation of the bid, are the sole responsibility of the Bidder.

GI12 COMPLIANCE WITH APPLICABLE LAWS

- 1) By submission of a bid, the Bidder certifies that the Bidder has the legal capacity to enter into a contract and is in possession of all valid licences, permits, registrations, certificates, declarations, filings, or other authorizations necessary to comply with all federal, provincial and municipal laws and regulations applicable to the submission of the bid and entry into any ensuing contract for the performance of the work.
- 2) For the purpose of validating the certification in paragraph 1) of GI12, a Bidder shall, if requested, provide a copy of every valid licence, permit, registration, certificate, declaration, filing or other authorization listed in the request, and shall provide such documentation within the time limit(s) set out in the said request.
- 3) Failure to comply with the requirements of paragraph 2) of GI12 shall result in disqualification of the bid.

GI13 APPROVAL OF ALTERNATIVE MATERIALS

- 1) When materials are specified by trade names or trademarks, or by manufacturers' or suppliers' names, the bid shall be based on use of the named materials. During the solicitation period, alternative materials may be considered provided full technical data is received in writing by the Contracting Officer at least 10 calendar days prior to the solicitation closing date.

GI14 CONFLICT OF INTEREST - UNFAIR ADVANTAGE

- 1) In order to protect the integrity of the procurement process, bidders are advised that Canada may reject a bid in the following circumstances:

GENERAL INSTRUCTIONS TO BIDDERS (Continued)

- (a) if the Bidder, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the bid solicitation or in any situation of conflict of interest or appearance of conflict of interest;
 - (b) if the Bidder, any of its subcontractors, any of their respective employees or former employees had access to information related to the bid solicitation that was not available to other bidders and that would, in Canada's opinion, give or appear to give the Bidder an unfair advantage.
- 2) The experience acquired by a bidder who is providing or has provided the goods and services described in the bid solicitation (or similar goods or services) will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This bidder remains however subject to the criteria established above.
- 3) Where Canada intends to reject a bid under this section, the Contracting Authority will inform the Bidder and provide the Bidder an opportunity to make representations before making a final decision. Bidders who are in doubt about a particular situation should contact the Contracting Authority before bid closing. By submitting a bid, the Bidder represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Bidder acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.

GI15 INTEGRITY PROVISIONS - BID

- 1) Ineligibility and Suspension Policy (the "Policy"), and all related Directives, are incorporated by reference into, and form a binding part of the procurement process. The Supplier must comply with the Policy and Directives, which can be found at [Ineligibility and Suspension Policy](#).
- 2) Under the Policy, charges and convictions of certain offences against a Supplier, its affiliates or first tier subcontractors, and other circumstances, will or may result in a determination by Public Works and Government Services Canada (PWGSC) that the Supplier is ineligible to enter, or is suspended from entering into a contract with Canada. The list of ineligible and suspended Suppliers is contained in PWGSC's Integrity Database. The Policy describes how enquiries can be made regarding the ineligibility or suspension of Suppliers.
- 3) In addition to all other information required in the procurement process, the Supplier must provide the following:
 - a. by the time stated in the Policy, all information required by the Policy described under the heading "Information to be Provided when Bidding, Contracting or Entering into a Real Property Agreement"; and
 - b. with its bid / quote / proposal, 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. The list of foreign criminal charges and convictions must be submitted using an Integrity Declaration Form, which can be found at [Declaration form for procurement](#).
- 4) Subject to subsection 5, by submitting a bid / quote / proposal in response a request by AAFC, the Supplier certifies that:
 - a. it has read and understands the [Ineligibility and Suspension Policy](#),

GENERAL INSTRUCTIONS TO BIDDERS (Continued)

- b. 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;
 - c. it is aware that Canada may request additional information, certifications, and validations from the Supplier or a third party for purposes of making a determination of ineligibility or suspension;
 - d. it has provided with its bid / quote / proposal 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;
 - e. 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
 - f. it is not aware of a determination of ineligibility or suspension issued by PWGSC that applies to it.
- 5) Where a Supplier is unable to provide any of the certifications required by subsection 4, it must submit with its bid/ quote / proposal a completed Integrity Declaration Form, which can be found at [Declaration form for procurement](#).
- 6) Canada will declare non-responsive any bid / quote / proposal in respect of which the information requested is incomplete or inaccurate, or in respect of which the information contained in a certification or declaration is found by Canada to be false or misleading in any respect. If Canada establishes after award of the Contract that the Supplier provided a false or misleading certification or declaration, Canada may terminate the Contract for default. Pursuant to the Policy, Canada may also determine the Supplier to be ineligible for award of a contract for providing a false or misleading certification or declaration.

Ineligibility and Suspension Policy - <http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>

Declaration form for procurement - <http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>

GI16 CODE OF CONDUCT FOR PROCUREMENT - BID

- 1) The Code of Conduct for Procurement provides that Bidders must respond to bid solicitations in an honest, fair and comprehensive manner, accurately reflect their capacity to satisfy the requirements set out in the bid solicitation and resulting contract, submit bids and enter into contracts only if they will fulfill all obligations of the Contract. By submitting a bid, the Bidder is certifying that it is complying with the Code of Conduct for Procurement. Failure to comply with the Code of Conduct for Procurement may render the bid non-responsive.



Appendix "B"

SPECIAL INSTRUCTIONS TO BIDDERS

SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI01	Bid Documents
SI02	Enquiries during the Solicitation Period
SI03	Non-Mandatory Site Visit
S104	Revision of Bid
S105	Bid Results
SI06	Insufficient Funds
SI07	Bid Validity Period
SI08	Construction Documents
SI09	Web Sites
SI10	Personnel Security Requirements

SI01 BID DOCUMENTS

- 1) The following are the bid documents:
 - (a) INVITATION TO TENDER - Page 1 form AAFC / AAC5323-E;
 - (b) SPECIAL INSTRUCTIONS TO BIDDERS form AAFC / AAC5301-E;
 - (c) GENERAL INSTRUCTIONS TO BIDDERS form AAFC / AAC5313-E;
 - (d) Clauses and Conditions identified in "CONTRACT DOCUMENTS";
 - (e) Drawings and Specifications;
 - (f) BID AND ACCEPTANCE form AAFC / AAC5320-E and any Appendices attached thereto; 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.

SI02 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 G113 of the GENERAL INSTRUCTIONS TO BIDDERS, enquiries should be received no later than five (5) calendar 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 shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
- 3) All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the INVITATION TO TENDER - Page 1. Non-compliance with this requirement during the solicitation period can, for that reason alone, result in disqualification of a bid.

SI03 NON-MANDATORY SITE VISIT

- 1) There will be a site visit on _____, _____ at _____
 AM PM Local Standard Time.

SPECIAL INSTRUCTIONS TO BIDDERS (Continued)

Interested bidders are to meet at:

A site visit can be scheduled on any day between August 23, 2021 and August 27, 2021, at the Harrow Research & Development Centre located at 2585 Essex County Road 20, N0R 1G0.

Due to the COVID-19 pandemic, site visits will be by appointment only. Bidders must contact Mark Beens at mark.beens@canada.ca at least 2 days in advance, to determine the time and day of the appointment.

The visits will be scheduled for only one (1) company at a time and with a maximum of four (4) representatives per company.

Participants to the visit will be requested to sign an attendance form as well as the form found at Appendix I of this Invitation to Tender (Guidance for Contractors Working in AAFC Buildings).

SI04 REVISION OF BID

- 1) A bid may be revised by letter or facsimile in accordance with GI09 of the GENERAL INSTRUCTIONS TO BIDDERS. The facsimile number for receipt of revisions is 514 283-1918 .

SI05 BID RESULTS

- 1) Following bid closing, bid results may be obtained from the bid receiving office by email at jean-francois.lemay@agr.gc.ca .

SI06 INSUFFICIENT FUNDING

- 1) 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; or
 - (b) obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; and/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).

SI07 BID VALIDITY PERIOD

- 1) Canada reserves the right to seek an extension to the bid validity period prescribed in Clause 4 of the BID AND ACCEPTANCE Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
- 2) If the extension referred to in paragraph 1) of SI07 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
- 3) If the extension referred to in paragraph 1) of SI07 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either:

SPECIAL INSTRUCTIONS TO BIDDERS (Continued)

- (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 bid.
- 4) The provisions expressed herein do not in any manner limit Canada's rights in law or under GI10 of the GENERAL INSTRUCTIONS TO BIDDERS.

SI08 CONSTRUCTION DOCUMENTS

- 1) The successful contractor will be provided with one paper copy of the sealed and signed plans, the specifications and the amendments upon acceptance of the offer. Additional copies, up to a maximum of zero (0), will be provided free of charge upon request by the Contractor. Obtaining more copies shall be the responsibility of the Contractor including costs.

SI09 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§ion=text#appL>

Canadian economic sanctions

<http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

SI10 PERSONNEL SECURITY REQUIREMENTS

- 1) The successful Bidder's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the work pursuant to the subsequent contract, must meet the following contract security requirements:
- Personnel who are required to perform any part of the work must EACH hold a valid personnel security screening at the level of RELIABILITY STATUS, granted or approved by Agriculture and Agri-Food Canada. Until the security screening of the personnel has been completed satisfactorily by Agriculture and Agri-Food Canada, the Contractor/Subcontractor personnel MAY NOT perform contract work. Each of the proposed staff must complete "Security Clearance Form" (TBS 330-23E) upon request from Canada.



Appendix "C"

BID AND ACCEPTANCE FORM

BID AND ACCEPTANCE FORM

CONSTRUCTION CONTRACT - MAJOR WORKS

BA01 IDENTIFICATION					
<p>Description of the Work</p> <p>Contractor to provide AAFC with a new Fire Alarm System within the Harrow Research and Development Centre (HRDC) located in Harrow, ON. The Contractor shall perform the work in accordance with this SOW.</p> <p>BACKGROUND: The Harrow Research and Development Centre (HRDC) is located the City of Harrow, Ontario and is owned and operated by Agriculture and Agri-Food Canada (AAFC). The HRDC campus has Twenty Five buildings with an approximate square footage of 180,000 sq. ft. and the main purpose of the campus is to support scientific, agricultural research. Thus the buildings are a mixture of office, laboratory, greenhouses and shops. The current fire alarm system which is over thirty (30) years old. The fire alarm system is not an addressable fire alarm panel, most of the system components have become obsolete and the main communication board does not allow communication to new devices.</p> <p>The detectors within the facility currently become faulty based on the age of the devices or the wiring to the devices. Many of these devices cannot be replaced with the same device as the technology and make of the fire detection devices are no longer produced. The devices that fail produce false alarms within zones that cannot be traced back to the device that is not functioning. Repair Technicians spend days tracing the device within the zone to verify the problem. Wiring within ceilings are within conduits which make breaks or faulty connections very difficult to track to the source. Changes must be made to the system as soon as possible in order to protect the infrastructure and employees who work at HRDC.</p>					
Solicitation Number 01B46-21-064			File / Project Number		
BA02 BUSINESS NAME AND ADDRESS OF BIDDER					
Name					
Address					
Unit/Suite/Apt.	Street number	Number suffix	Street name	Street type	Street direction
PO Box or Route Number			Municipality (City, Town, etc.)		Province
Phone number		Fax number		Email address	
BA03 THE OFFER					
<p>1) The Bidder offers to Canada as represented by the Minister of Agriculture and Agri-food Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the Total Bid Amount of:</p> <p style="margin-left: 20px;">\$ _____ excluding Applicable Taxes (GST/HST/QST). (to be expressed in numbers only)</p>					
BA04 BID VALIDITY PERIOD					
<p>1) The bid shall not be withdrawn for a period of <u>60</u> days following the date of solicitation closing.</p>					
BA05 APPENDICES					
<p>1) The following appendices are included in this Bid and Acceptance Form:</p> <p><input checked="" type="checkbox"/> Appendix 2</p>					
BA06 ACCEPTANCE AND CONTRACT					
<p>1) Upon acceptance of the Bidder's offer by Canada, a binding Contract shall be formed between Canada and the resulting Contractor. The documents forming the Contract shall be the contract documents referred to in SC01 CONTRACT DOCUMENTS.</p>					

BA07 CONSTRUCTION TIME

1) The Contractor shall perform and complete the Work on or before 2022-03-31

BA08 BID SECURITY

1) The Bidder shall enclose bid security with its bid in accordance with GI07 BID SECURITY REQUIREMENTS.

2) If a security deposit is furnished as bid security, it shall be forfeited in the event that the bid is accepted by Canada and the Contractor fails to provide Contract Security in accordance with GC9 CONTRACT SECURITY, provided that Canada may, if it is in the public interest, waive the right of Canada to forfeiture any or all of the security deposit.

BA09 SIGNATURE

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

	Signature _____ Date _____
	Name
	Title

Signature _____ Date _____	

BA10 INTEGRITY PROVISIONS - LIST OF NAMES

If the required list of names has not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to provide the names within the time frame specified will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

BID AND ACCEPTANCE FORM
CONSTRUCTION CONTRACT - MAJOR WORKS
APPENDIX 2

LIST OF SUBCONTRACTORS

The Bidder will subcontract the parts of the work listed below to the subcontractor named for each part. The Bidder agrees not to make changes in the list of subcontractors without the written consent of the Departmental Representative. The Bidder understands that for each part of the work, if more than one subcontractor is named, or no subcontractor is named, or, the Bidder fails to state that the work will be done by its own forces where applicable, the bid will be subject to disqualification.

LIST OF EQUIPMENT

N/A

LIST OF MATERIALS

N/A



Appendix "D"

MAJOR WORKS - GENERAL CONDITIONS



MAJOR WORKS GENERAL CONDITIONS :

GC1	GENERAL PROVISIONS	R2810D (2017-11-28)
GC2	ADMINISTRATION OF THE CONTRACT	R2820D (2016-01-28)
GC3	EXECUTION AND CONTROL OF THE WORK	R2830D (2018-11-28)
GC4	PROTECTIVE MEASURES	R2840D (2008-05-12)
GC5	TERMS OF PAYMENT	R2850D (2019-11-28)
GC6	DELAYS AND CHANGES IN THE WORK	R2865D (2019-05-30)
GC7	DEFAULT, SUSPENSION OR TERMINATION OF CONTRACT	R2870D (2018-06-21)
GC8	DISPUTE RESOLUTION	R2880D (2019-11-28)
GC9	CONTRACT SECURITY	R2890D (2018-06-21)
GC10	INSURANCE	R2900D (2008-05-12)

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 reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Agriculture and Agri-Food Canada.



Appendix "E"

STATEMENT OF WORK, PLANS, DRAWINGS & SPECIFICATIONS

Harrow Research and Development Centre - New Fire Alarm System

1. Overview

1.1. Introduction

This Statement of Work (SOW) outlines the tasks required for the Contractor to provide AAFC with a new Fire Alarm System within the Harrow Research and Development Centre (HRDC) located in Harrow, ON. The Contractor shall perform the work in accordance with this SOW.

1.2. Background

The Harrow Research and Development Centre (HRDC) is located the City of Harrow, Ontario and is owned and operated by Agriculture and Agri-Food Canada (AAFC). The HRDC campus has Twenty Five buildings with an approximate square footage of 180,000 sq. ft. and the main purpose of the campus is to support scientific, agricultural research. Thus the buildings are a mixture of office, laboratory, greenhouses and shops. The current fire alarm system which is over thirty (30) years old. The fire alarm system is not an addressable fire alarm panel, most of the system components have become obsolete and the main communication board does not allow communication to new devices.

The detectors within the facility currently become faulty based on the age of the devices or the wiring to the devices. Many of these devices cannot be replaced with the same device as the technology and make of the fire detection devices are no longer produced. The devices that fail produce false alarms within zones that cannot be traced back to the device that is not functioning. Repair Technicians spend days tracing the device within the zone to verify the problem. Wiring within ceilings are within conduits which make breaks or faulty connections very difficult to track to the source. Changes must be made to the system as soon as possible in order to protect the infrastructure and employees who work at HRDC.

1.3. Objective and Tasks

The overall objective of this SOW is for an Electrical contractor to install a new fire alarm system to meet current fire alarm code and decommission the existing once the new alarm system is commissioned and operational.

The new Fire Alarm design shall provide better detection and more flexibility than the current system. This will allow the Centre to evolve and meet the various needs of the research activities. The new system will replacement the current thirty year old devices including the existing signaling horns. New fire panel technology shall allow simple changes to be made to add horn/strobe devices for future expansion and/or for replacement or addition in low audibility areas throughout the facility.

It is desired by AAFC for the new Fire Alarm System to provide a panel that can be networked with other Auto call panels for future growth. The tender package shall include the following:

- Replacement of the existing fire alarm system with NEW Autocall addressable fire panel
- Replacement of all field devices to addressable devices
- Replacement of pull stations, smoke sensors, heat sensors, duct smokes, shut down relays and all existing conduits to suit new panel, field devices and final configuration
- New wire (to be specified and installed as per CAN/ULC 524 – Installation of Fire Alarm)
- Replacement of the existing front entry annunciator to a colour graphics terminal
- Final inspections as per CAN/ULC 527 – Verification of fire Alarm
- Chemical storage building panel to be replaced/upgraded. Existing explosion rated devices to remain (assumed functional)
- Remove all old fire alarm wiring
- Scope is and design is formally specified on the final design drawings and specifications issued by the consultant

2. Project Schedule

The overall project workflow schedule is proposed as :	Sept. 2021
Project mobilization and startup	
New Fire Alarm Install	Oct. 2021 thru March 2022
Final commissioning and Decommissioning of existing Fire Alarm system	March 2022

3. Project Constraints

There are no current site constraints to the install of the new Fire Alarm System

4. Project Contacts

AAFC Project Manage, Technical Lead and Site Contact:

Mark Beens, Assistant Facility Manager, HRDC
mark.beens@agr.gc.ca
 Phone: (519) 738-2251

AAFC Assistant Project Manager:
 Serena Ward, Senior Engineer;
serena.ward@agr.gc.ca
 (306) 523-6743

5. Additional Information provided:

- 1) Drawings and specifications of current fire alarm system
- 2) Drawings of HRDC building layout

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stamp:

project:
AGRICULTURE & AGRI-FOOD CANADA RESEARCH CENTRE
2585 COUNTY RD 20 - HARROW ONT, N0R 1G0

client:
 Public Works and Government Services Canada
Travaux publics et Services gouvernementaux Canada

title:
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scale: AS SHOWN

drawn by: WM

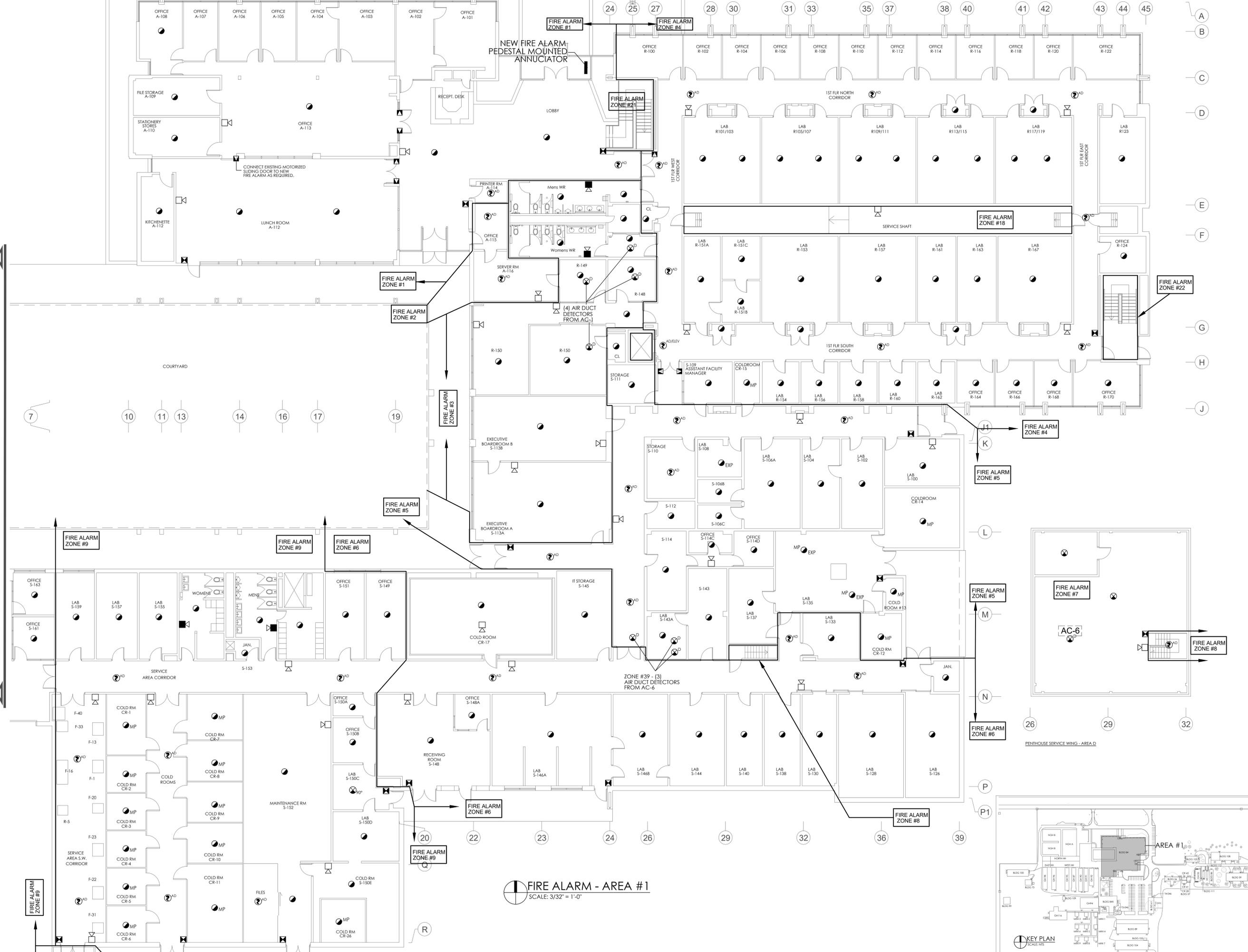
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date: JANUARY, 2021

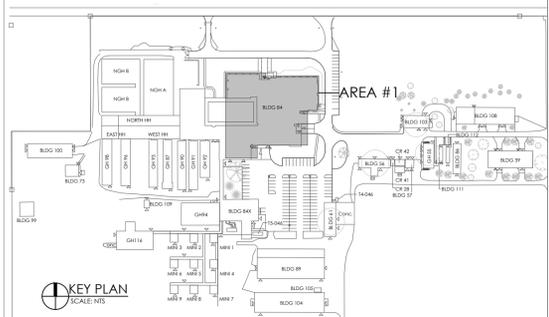
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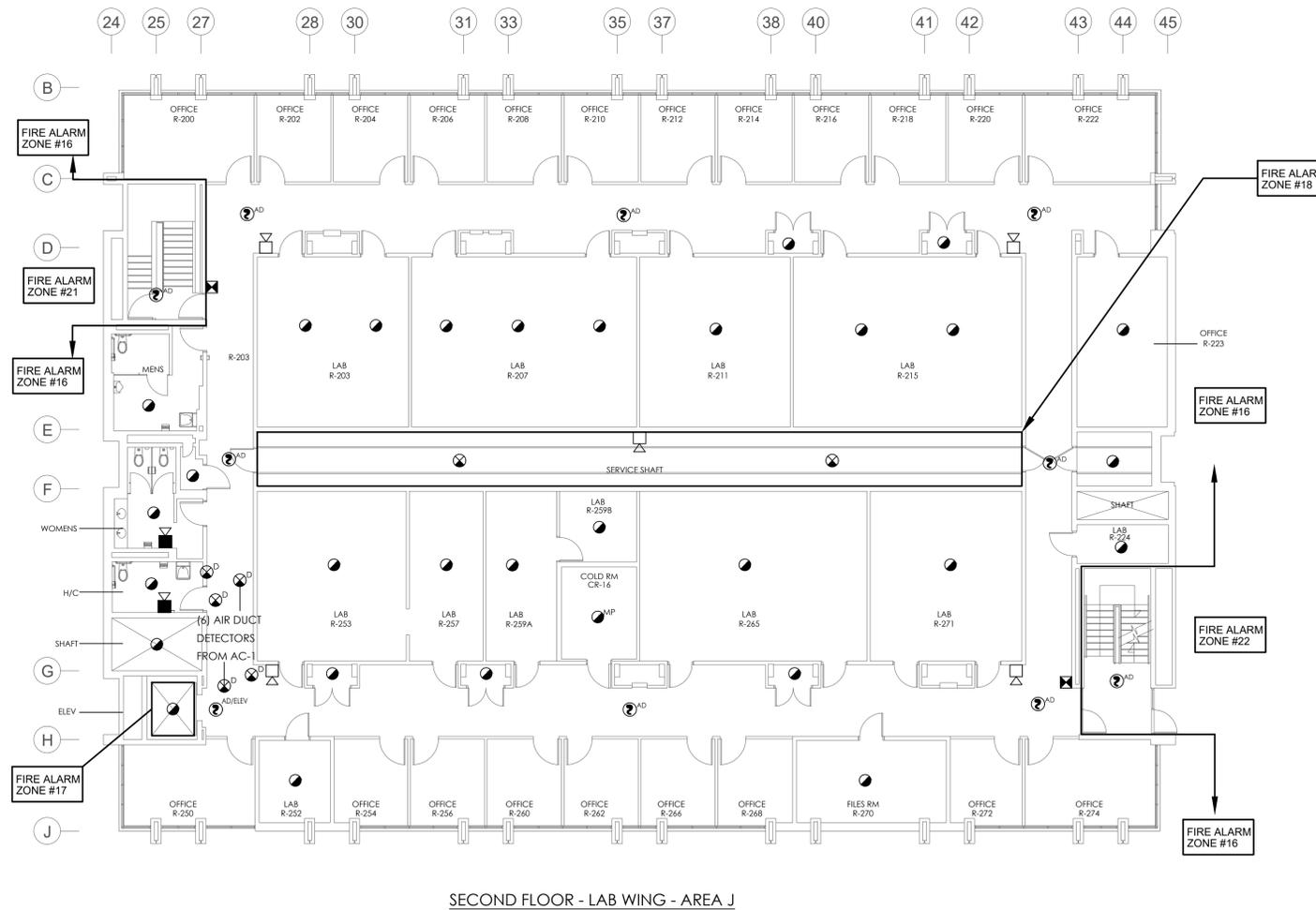
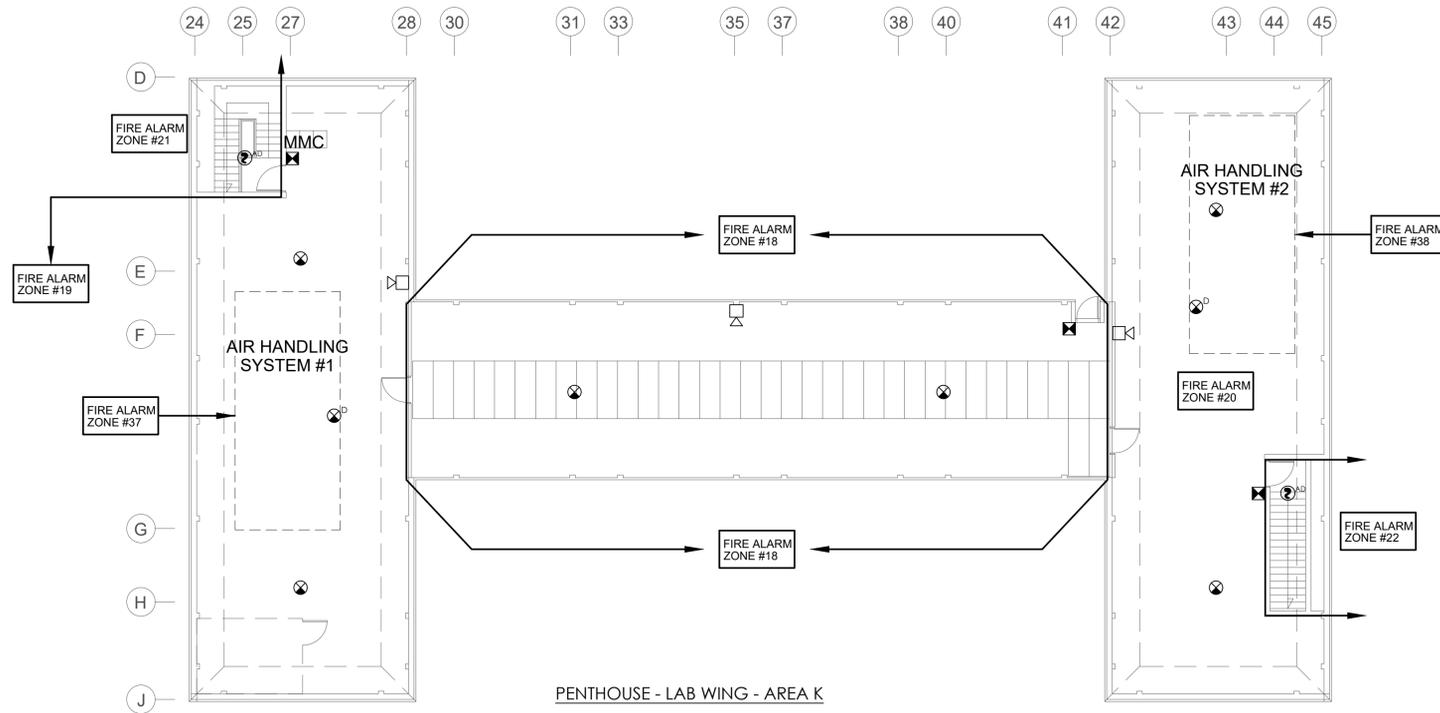
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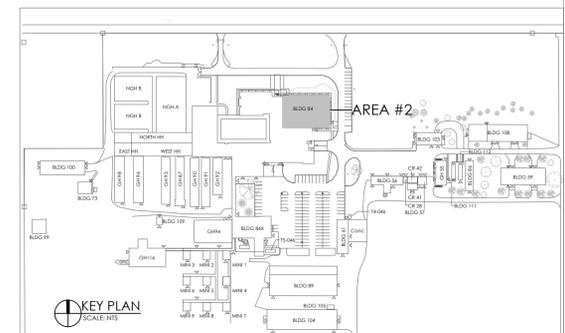


FIRE ALARM - AREA #1
SCALE: 3/32" = 1'-0"





FIRE ALARM - AREA #2
SCALE: 3/32" = 1'-0"



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HARROW ONT, N0R 1G0

client:

Public Works and
Government Services Canada
Travaux publics et
Services gouvernementaux Canada

title:

FIRE ALARM - AREA #2

scale:

AS SHOWN

drawn by:

WM

checked by:

MK

date:

JANUARY, 2021

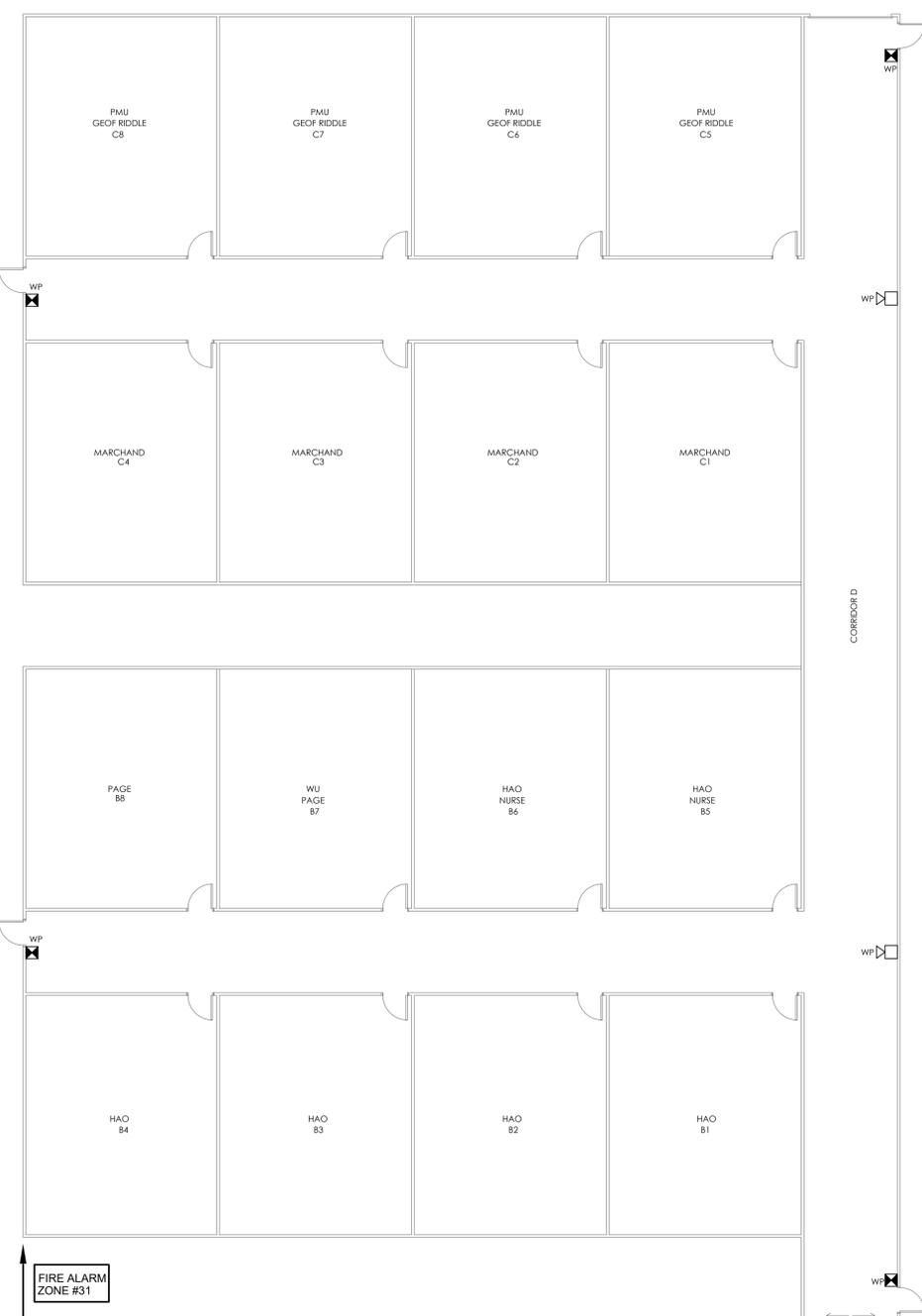
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sheet no.:

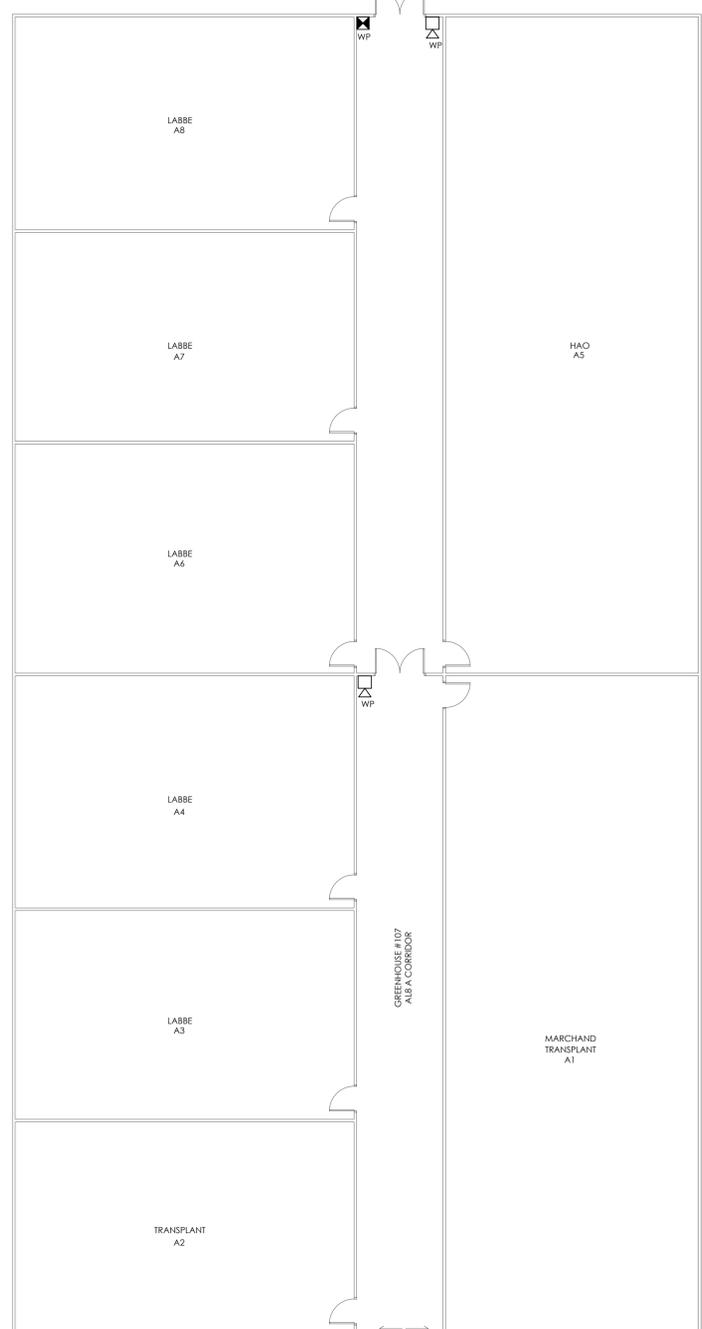
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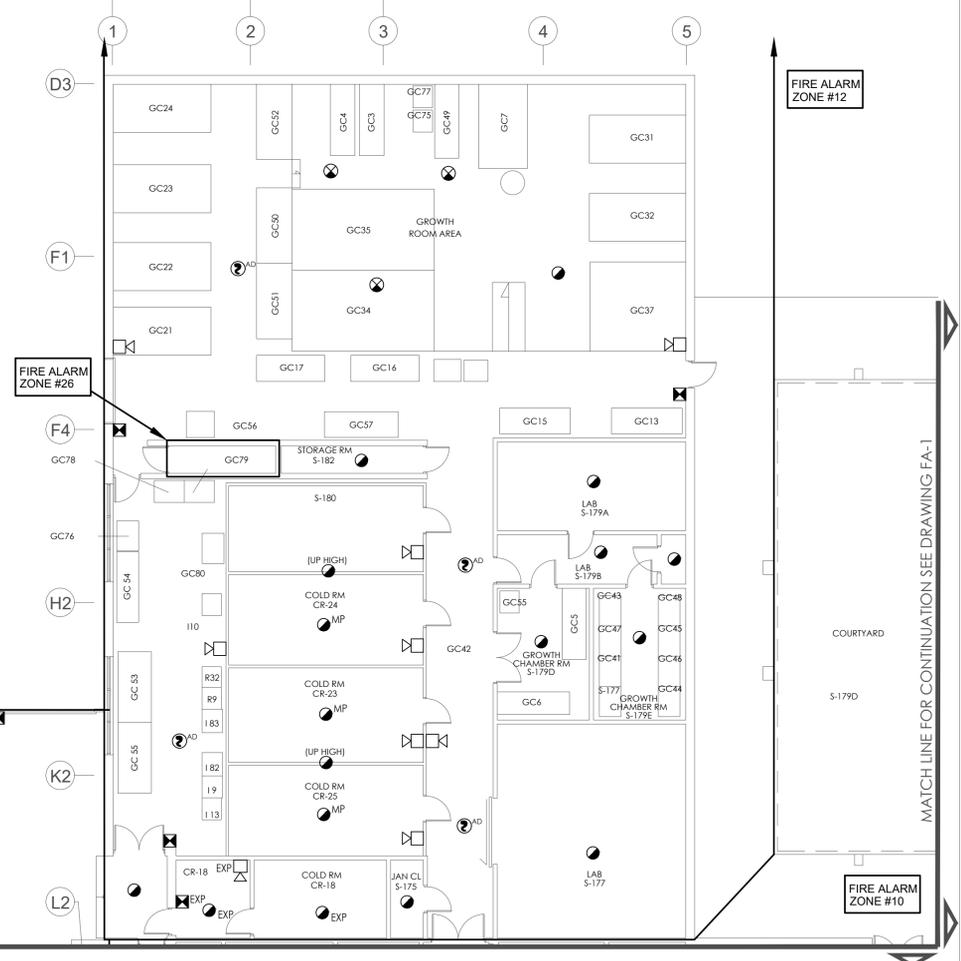
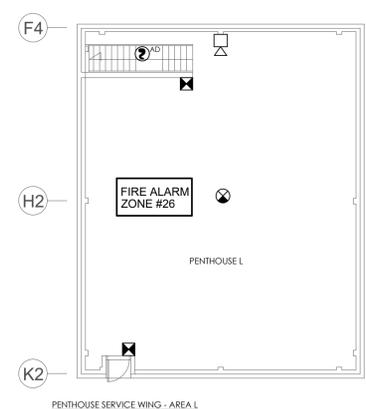
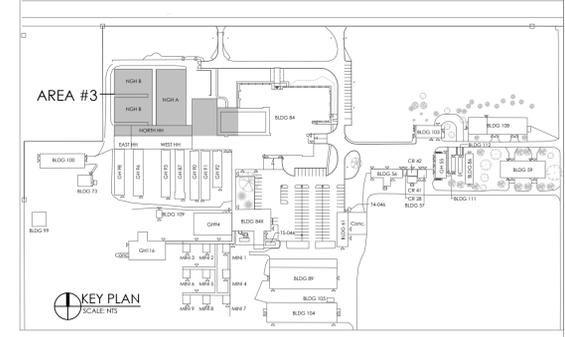


FIRE ALARM ZONE #31

FIRE ALARM ZONE #24



FIRE ALARM ZONE #23



FIRE ALARM ZONE #12

FIRE ALARM ZONE #10

FIRE ALARM - AREA #3
SCALE: 3/32" = 1'-0"

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client:
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Travaux publics et Services gouvernementaux Canada

title:
FIRE ALARM - AREA #3

scale: AS SHOWN

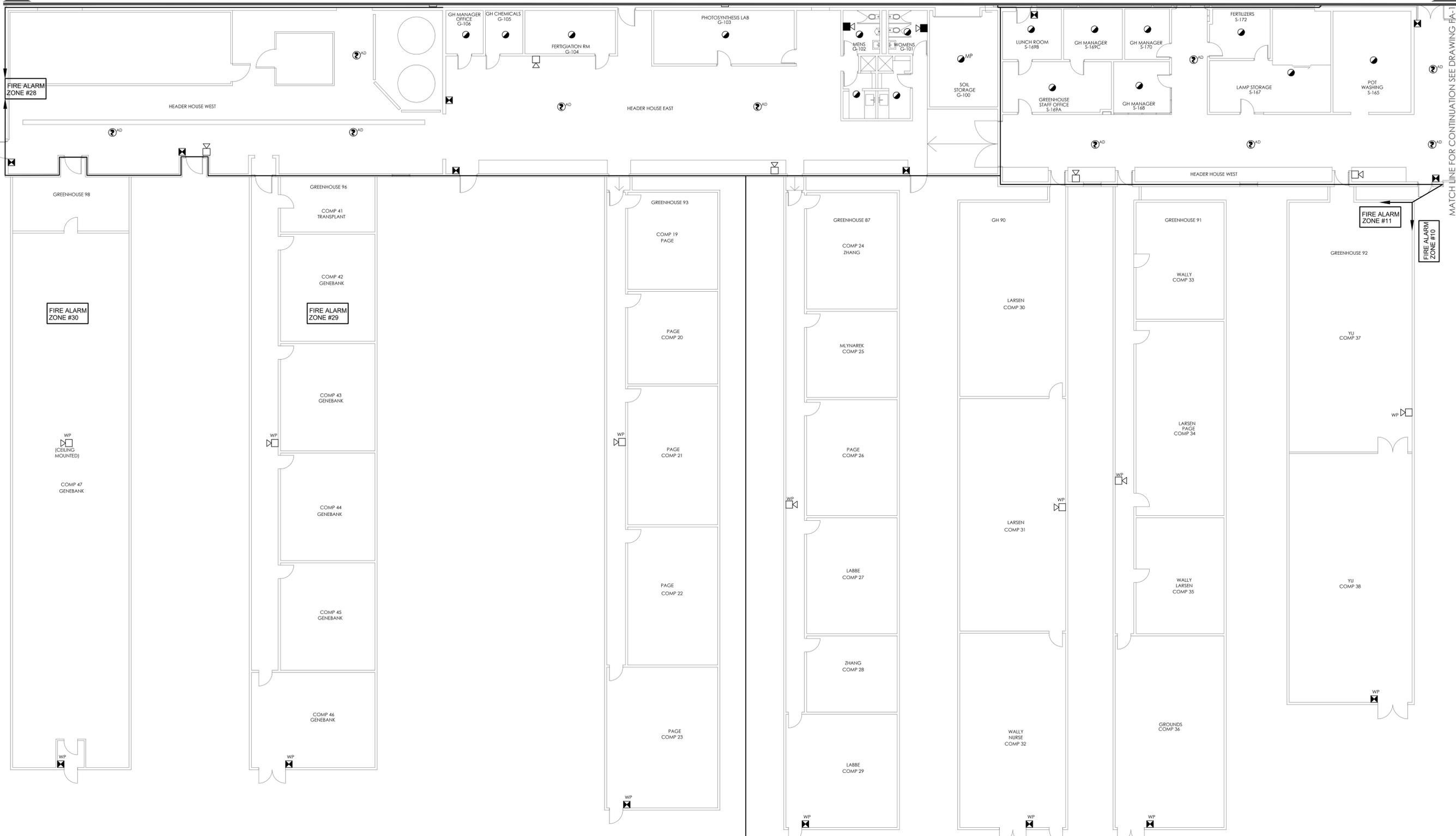
drawn by: WM

checked by: MK

date: JANUARY, 2021

comm. no.: 20-2165

sheet no.:



FIRE ALARM - AREA #4
SCALE: 3/32" = 1'-0"

FIRE ALARM ZONE #25

FIRE ALARM ZONE #11

FIRE ALARM ZONE #11

FIRE ALARM ZONE #10

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 Services gouvernementaux Canada

title:
FIRE ALARM - AREA #4

scale: AS SHOWN

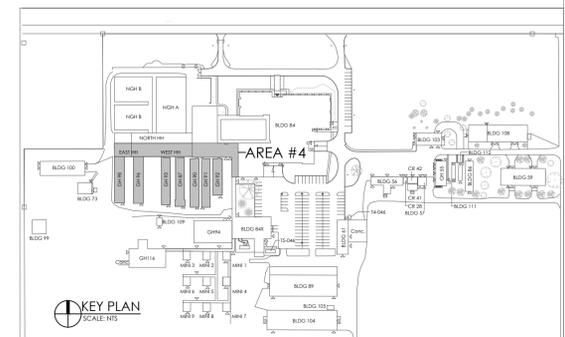
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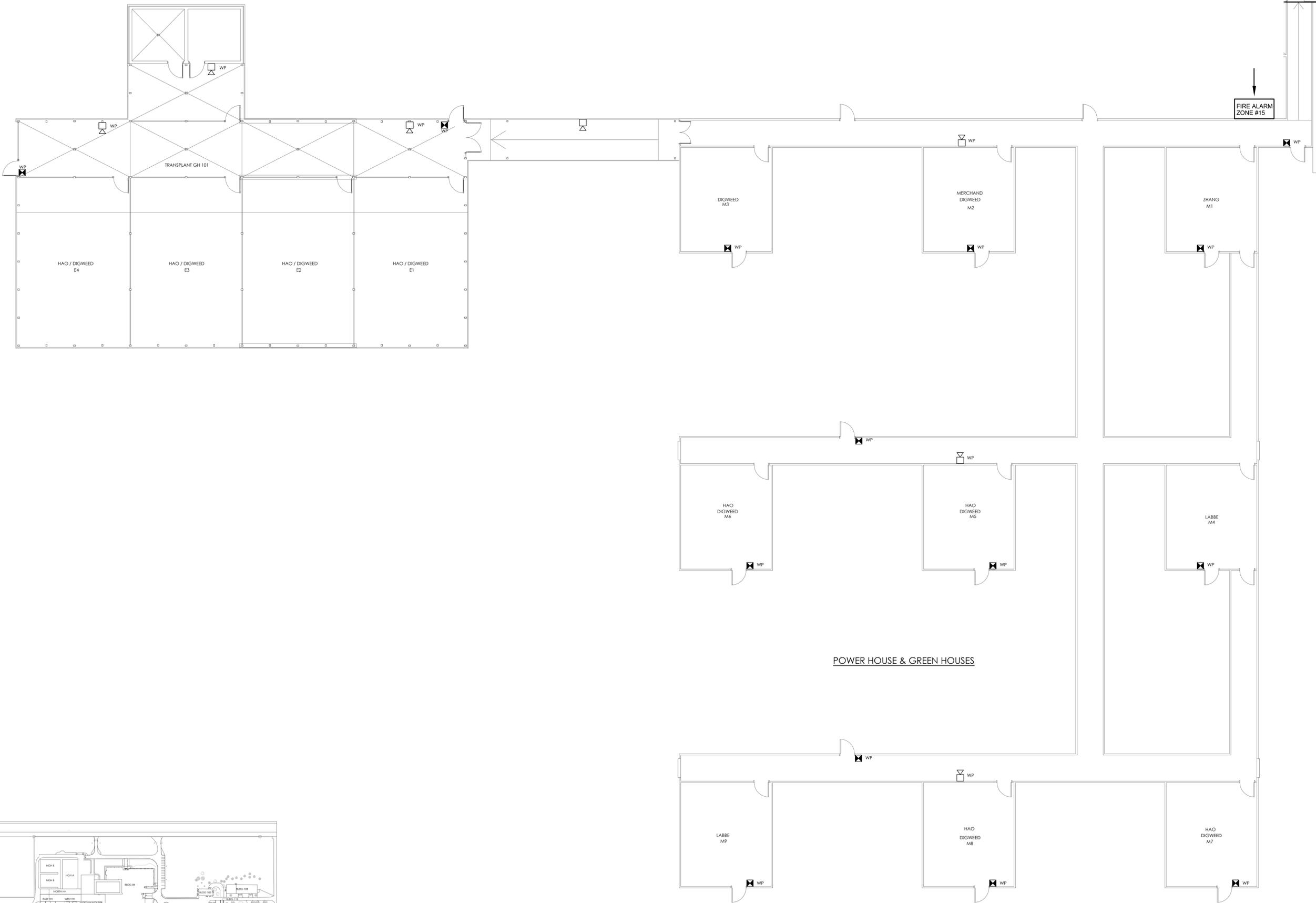
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scale: AS SHOWN

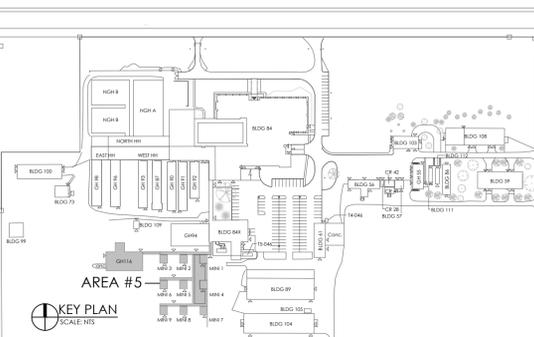
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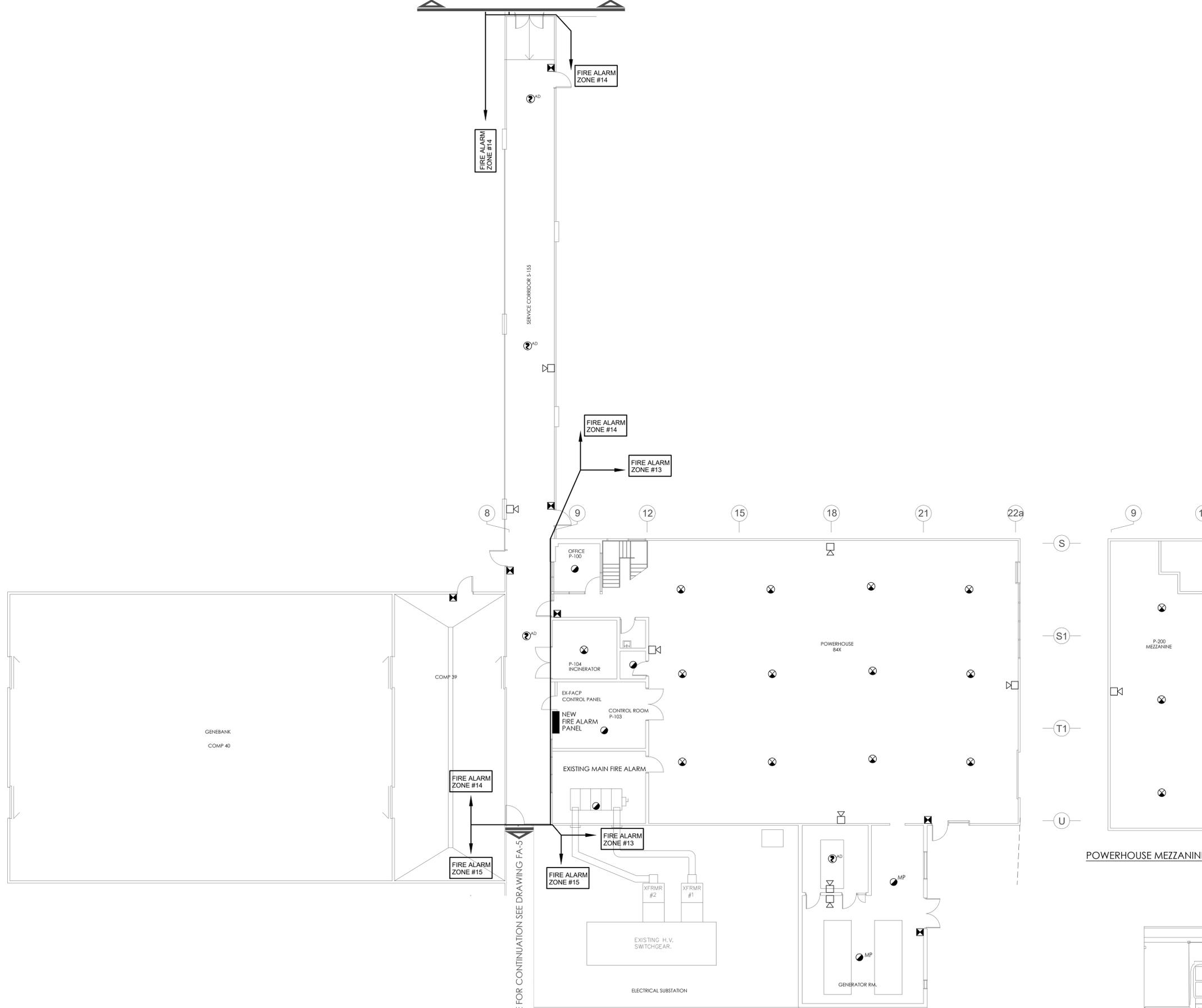
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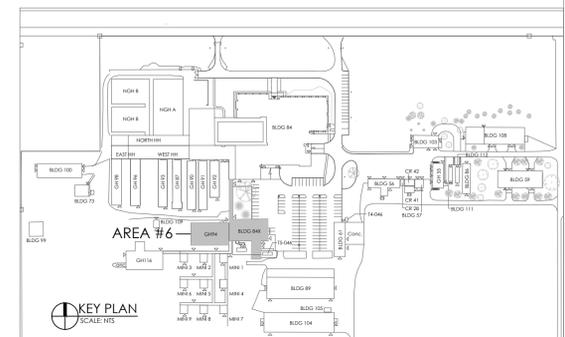
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SCALE: 3/32" = 1'-0"



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title:
FIRE ALARM - AREA #6

scale: AS SHOWN

drawn by: WM

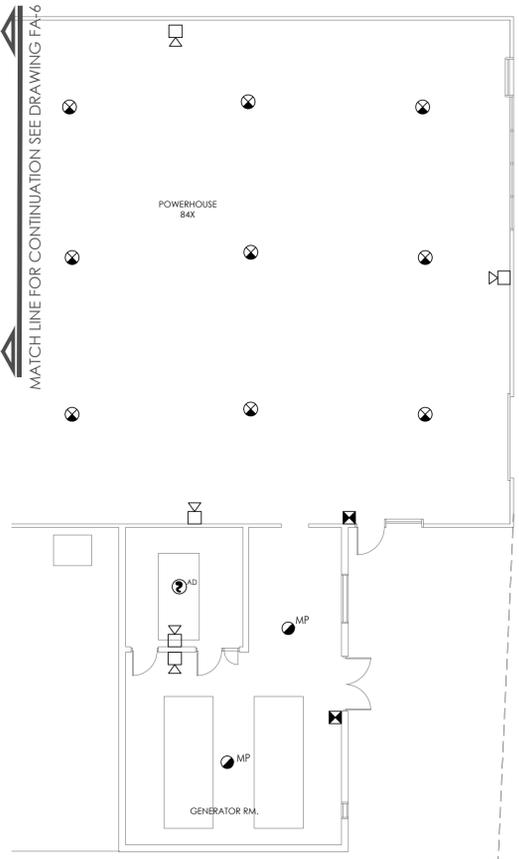
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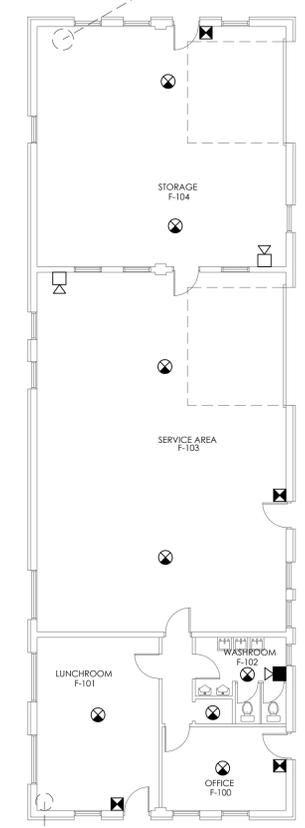
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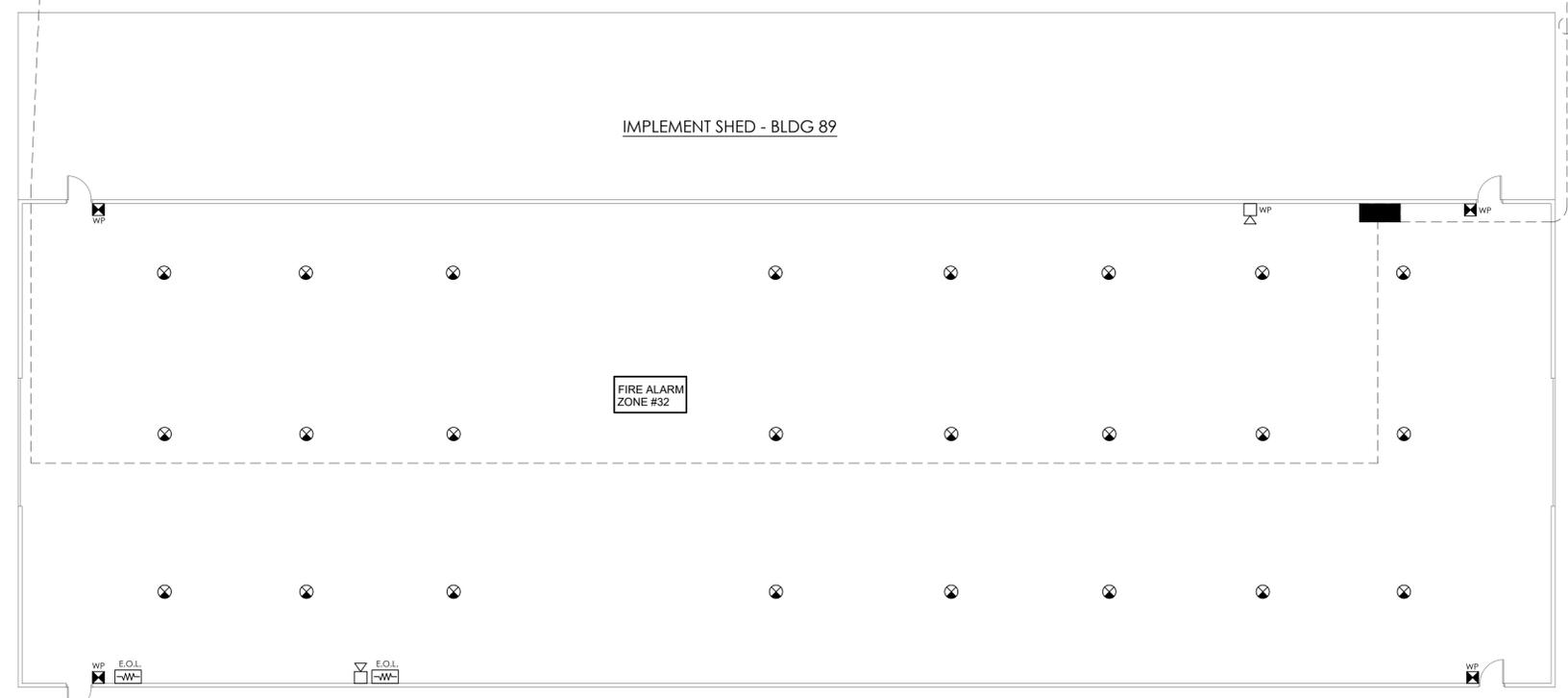


FIRE ALARM ZONE #33



FIRE ALARM ZONE #33

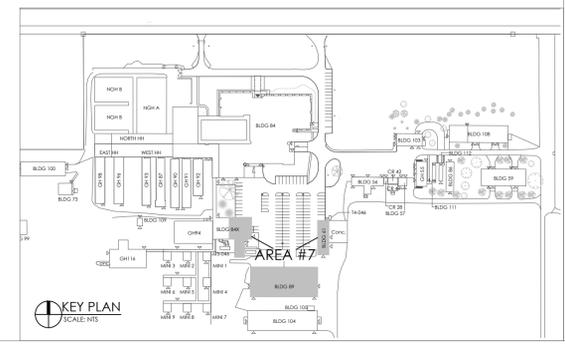
FARM WORKSHOP - BLDG 61



IMPLEMENT SHED - BLDG 89

FIRE ALARM ZONE #32

FIRE ALARM - AREA #7
SCALE: 3/32" = 1'-0"



KEY PLAN
SCALE: NTS

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stamp:

project:
AGRICULTURE & AGRI-FOOD
CANADA RESEARCH CENTRE
2585 COUNTY RD 20 -
HARROW ONT, N0R 1G0

client:
 Public Works and
Government Services Canada
Travaux publics et
Services gouvernementaux Canada

title:
FIRE ALARM - AREA #7

scale: AS SHOWN

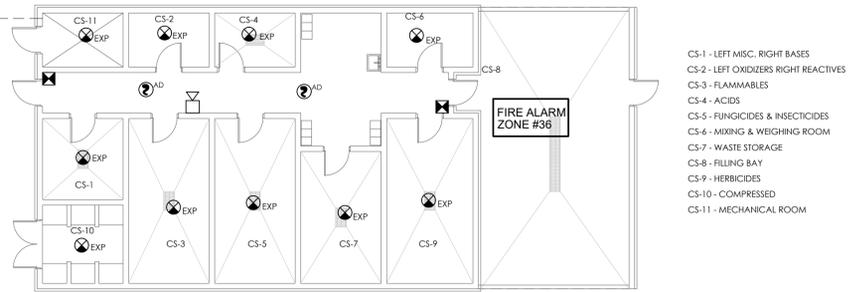
drawn by: WM

checked by: MK

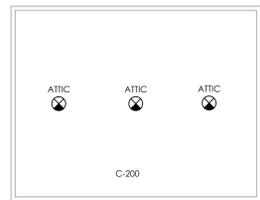
date: JANUARY, 2021

comm. no.: 20-2165

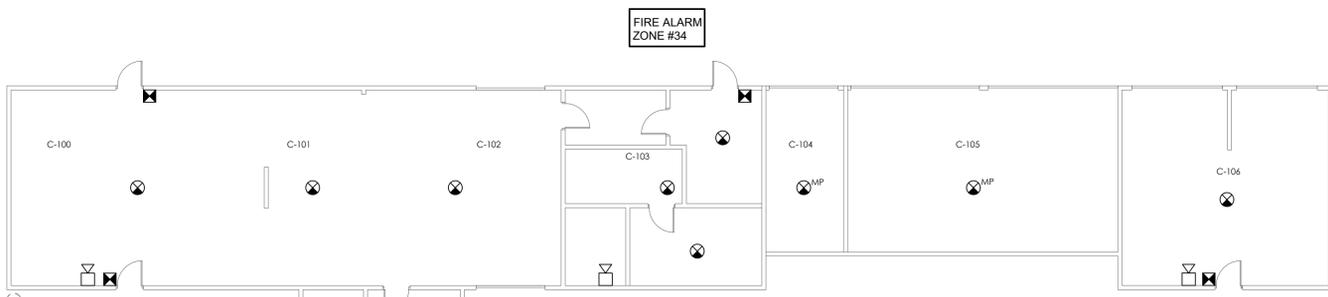
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CHEMICAL STORAGE BUILDING



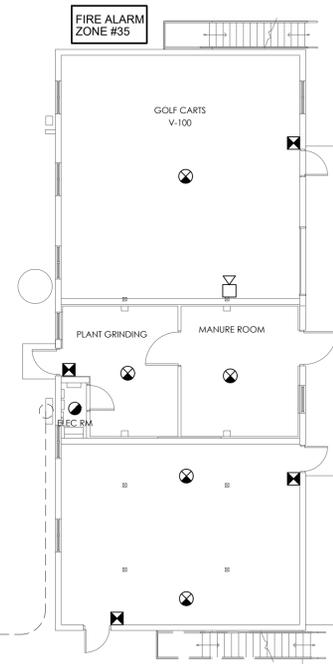
BLDG 56 - 2ND FLOOR



CARPENTER SHOP - BLDG 56

- C-100 CARPENTER SHOP
- C-101 WOOD STORES
- C-102 PLUMBING STORES
- C-103 MAINTENANCE STORES
- C-104 SCRAP METAL STORES
- C-105 BICYCLE STORAGE
- C-106 LAWN MAINTENANCE

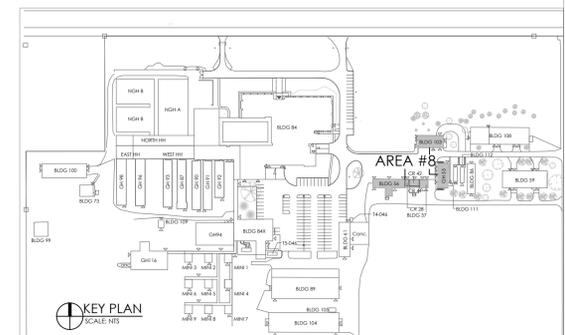
FIRE ALARM - AREA #8
SCALE: 3/32" = 1'-0"



BLDG 55 VEGETABLE SHED - FIRST FLOOR



BLDG 55 - 2ND FLOOR



2021/02/22 FINAL REVIEW

date (yyyy/mm/dd): issued for:

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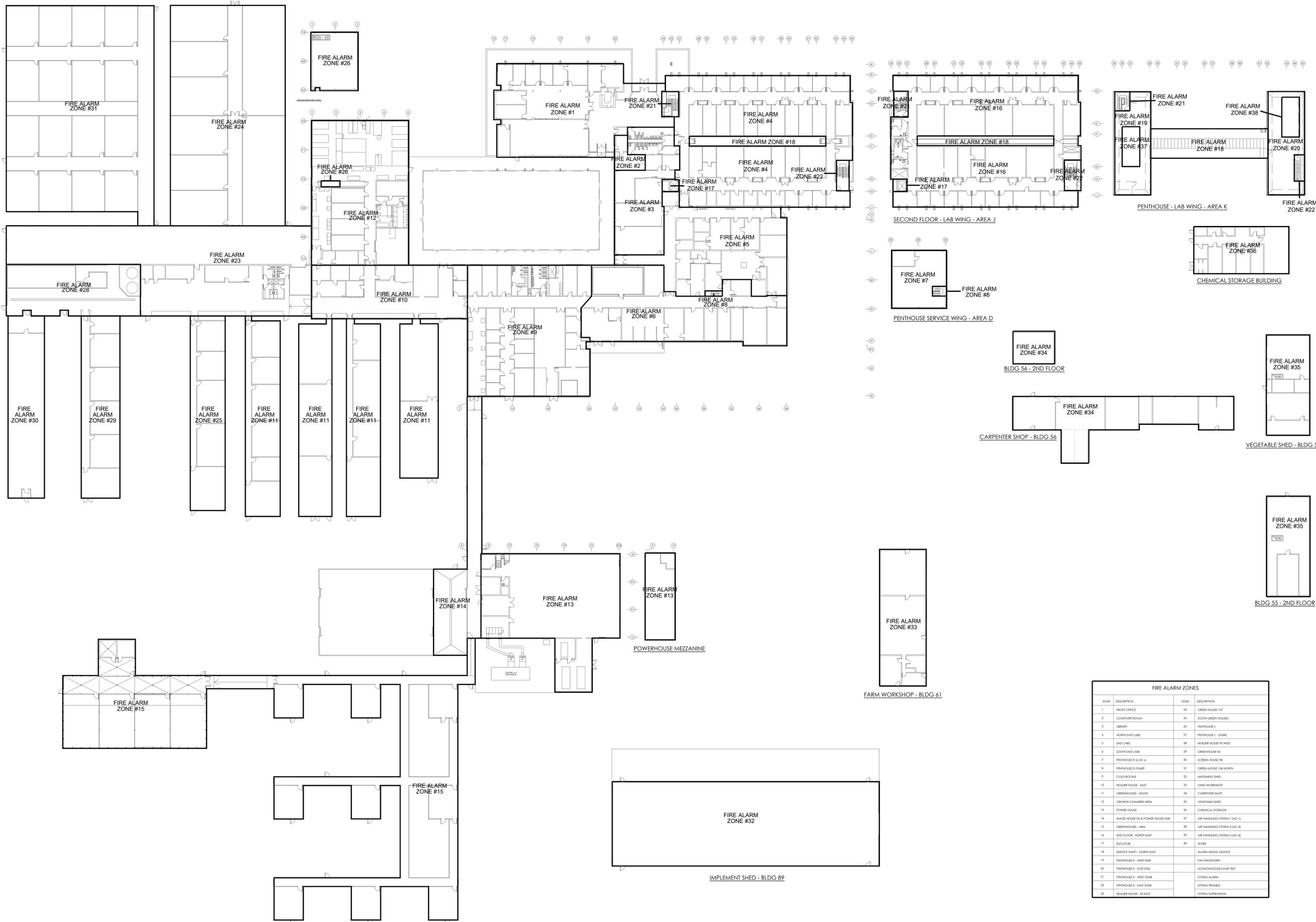
JANUARY, 2021

comm. no.:

20-2165

sheet no.:

FA-8



FIRE ALARM ZONES			
ZONE	DESCRIPTION	ZONE	DESCRIPTION
1	PHONE OFFICE	24	GREEN HOUSE 107
2	COMPUTER ROOM	25	SOUTH GREEN HOUSES
3	LIBRARY	26	PENHOUSE 1
4	NORTH EAST LABS	27	PENHOUSE 1 - STAIRS
5	EAST LAB	28	HEADER HOUSE W/ WEST
6	SOUTH EAST LABS	29	GREENHOUSE 76
7	PENHOUSE D & AC-6	30	SCREEN HOUSE 98
8	PENHOUSE D STAIRS	31	GREEN HOUSE 106 NORTH
9	COLD ROOMS	32	IMPLEMENT SHED
10	HEADER HOUSE - EAST	33	FARM WORKSHOP
11	GREENHOUSES - SOUTH	34	CARPENTER SHOP
12	GROWTH CHAMBER AREA	35	VEGETABLE SHED
13	POWER HOUSE	36	CHEMICAL STORAGE
14	SHADEHOUSE 74 & POWER HOUSE LINK	37	AIR HANDLING SYSTEM 1 (AC-1)
15	GREENHOUSES - NORTH	38	AIR HANDLING SYSTEM 2 (AC-2)
16	2ND FLOOR - NORTH EAST	39	AIR HANDLING SYSTEM 3 (AC-3)
17	ELEVATOR	40	SPARE
18	SERVICE SHAFT - NORTH-EAST		ALARM SIGNAL SILENCE
19	PENHOUSE E - WEST END		FAN SHUTDOWN
20	PENHOUSE E - EAST END		ACKNOWLEDGE/AMP TEST
21	PENHOUSE E - WEST STAIR		SYSTEM ALARM
22	PENHOUSE E - EAST STAIR		SYSTEM TROUBLE
23	HEADER HOUSE - 95 EAST		SYSTEM SUPERVISION

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FIRE ALARM
DESIGNATION PLAN

scale: AS SHOWN

drawn by: WM

checked by: MK

date: JANUARY, 2021

comm. no.: 20-2165

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<p>ELECTRICAL GENERAL REQUIREMENTS</p> <p>PART 1 - GENERAL</p> <p>1.1 GENERAL REQUIREMENTS</p> <ol style="list-style-type: none"> THE REQUIREMENTS OF THE "INSTRUCTION TO BIDDERS", "GENERAL REQUIREMENTS" AND "SCOPE OF WORK" OF THE BID DOCUMENTS SHALL FORM A PART OF THE FOLLOWING SPECIFICATIONS AND THE CONTRACTOR SHALL CONSULT THEM IN DETAIL FOR INSTRUCTIONS GOVERNING THE WORK. GENERAL REQUIREMENTS ARE PART OF THIS SECTION AND SHALL BE READ AS IF REPEATED HEREIN. SECTION IS OF THE SPECIFICATIONS IS NOT TO BE READ INDEPENDENT OF THE ENTIRE PROJECT. THE ELECTRICAL SPECIFICATIONS ARE PART OF THE WHOLE PROJECT. THE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO A CONTRACT. THE WORD "CERTIFY" AS USED IN ITS VARIOUS FORMS HEREIN, IS UNDERSTOOD TO BE AN EXPRESSION OF PROFESSIONAL OPINION BY THE CONSULTANT, WHICH IS BASED ON HIS BEST KNOWLEDGE, INFORMATION AND BELIEF, AS SUCH IT CONSTITUTES NEITHER A GUARANTEED NOR A WARRANTY, EXPRESSED OR IMPLIED. <p>1.2 VISITING SITE</p> <ol style="list-style-type: none"> VISIT THE SITE AND BE FAMILIAR WITH WORKING CONDITIONS AND WORK INVOLVED BEFORE SUBMITTING TENDERS. NO EXTRAS WILL BE GRANTED DUE TO LACK OF THOROUGH PRELIMINARY INVESTIGATION. ALL EQUIPMENT TO BE INSTALLED IN THE BUILDING IS TO BE DESIGNED TO ENTER THROUGH THE PROVIDED OPENINGS. COORDINATE ALL EQUIPMENT INSTALLATIONS WITH THE GENERAL CONTRACTOR. <p>1.3 ALL SECTIONS IN DIVISION 16</p> <ol style="list-style-type: none"> 1610 - ELECTRICAL GENERAL PROVISIONS 1650 - ELECTRICAL MATERIALS 1610 - RACEWAY AND BOXES 1610 - WIRE AND CABLE 1610 - WIRING DEVICES 1610 - ELECTRICAL IDENTIFICATION 1640 - GROUNDING 1641 - PANELBOARDS 1640 - DISCONNECT SWITCHES 1600 - LIGHTING 1670 - FIRE ALARM SYSTEM 1670 - COMMUNICATIONS <p>1.4 DRAWINGS</p> <ol style="list-style-type: none"> CONTRACT DRAWINGS <ol style="list-style-type: none"> ALL DIMENSIONS AND SIZES ARE IMPERIAL UNITS. GENERALLY, UNITS ARE IN FEET AND INCHES. ALL EXCEPTIONS TO THIS ARE NOTED. ELECTRICAL DRAWINGS SHOW ELECTRICAL WORK ONLY AND ARE NOT INTENDED TO SHOW STRUCTURAL DETAILS OR ARCHITECTURAL FEATURES. TAKE BUILDING DIMENSIONS AND DETAILS FROM ARCHITECTURAL OR STRUCTURAL DRAWINGS OR FROM JOB MEASUREMENTS ONLY. ELECTRICAL DRAWINGS INDICATE ONLY THE GENERAL LOCATIONS OF EQUIPMENT AND OUTLETS. WIRING REQUIREMENTS ARE SHOWN DIAGNOSTICALLY. RESPONSIBILITY FOR THE DETAILED LAYOUT OF EQUIPMENT, OUTLETS, RACEWAYS AND WIRING IS PART OF THE WORK OF THIS DIVISION. SPECIFIC OUTLET LOCATIONS ARE DETAILED ON ARCHITECTURAL DRAWING AND MUST CONFORM TO FURNITURE LAYOUTS. IN THE EVENT OF ANY DISCREPANCIES OR AMBIGUITY OF ANY SYMBOL, NOTE, ABREVIATION, OR WORDING USED IN THE SPECIFICATION OR ON THE CONTRACT DRAWINGS, OBTAIN CLARIFICATION FROM THE CONSULTANT PRIOR TO SUBMITTING TENDERS. NO ALLOWANCE WILL BE MADE FOR DISCREPANCY COSTS ARISING FROM FAILURE TO OBTAIN PRIOR CLARIFICATION OF CONFLICTING INFORMATION BEFORE TENDER. WHERE DIMENSIONS FOR MOUNTING HEIGHTS ARE SHOWN OR SPECIFIED, THEY REFER TO THE CENTRE OF EQUIPMENT OR OUTLETS, UNLESS OTHERWISE STATED ON THE DRAWINGS. ALL LAYOUT DIMENSIONS ARE TO BE CONSISTENT THROUGHOUT THE PROJECT. OUTLET LOCATIONS ARE TO BE GROUPED REGARDLESS OF POSITIONS SHOWN ON DRAWINGS. THE CONSULTANT RESERVES THE RIGHT TO REVISE THE LOCATIONS OF THE EQUIPMENT AND OUTLETS WITHIN ANY GIVEN ROOM WITHOUT ALTERING THE CONTRACT PRICE. PROVIDE NOTICE OF CHANGES IN WRITING PRIOR TO COMPLETE REVISIONS TO THE BASE BID. IN CASE OF CONFLICT BETWEEN WORK OF OTHER TRADES AND WORK OF THIS DIVISION, CLARIFY THE LOCATION OF THESE ITEMS WITH THE CONSULTANT BEFORE BEGINNING. SHOP DRAWINGS <ol style="list-style-type: none"> SUBMIT MANUFACTURER'S SHOP DRAWINGS INCLUDING WIRING AND CONTROL SYSTEM DRAWINGS TO THE CONSULTANT. SHOP DRAWINGS TO COVER ALL OF THE ITEMS LISTED IN CLAUSE 1.4.1.1 LIST OF MANUFACTURERS AND OTHERS AS REQUESTED BY CONSULTANT. THE CONSULTANT WILL KEEP ONE SET AND RETURN TWO SETS REVIEWED OR MARKED UP AS REQUIRED. THE CONTRACTOR WILL MAKE ANY ADDITIONAL COPIES REQUIRED IN ADDITION TO THE TWO SETS. CATALOGUES, MANUALS OR PREE LISTS WILL NOT BE ACCEPTED AS SHOP DRAWINGS. BEFORE SUBMISSION, CHECK SHOP DRAWINGS, ANY'S STAMP, CHECKED AND CERTIFIED CORRECT. SIGN AND DATE. ALL SUBMITTED DRAWINGS ARE TO HAVE A CLEAR SPACE 200 MM, (8 1/8") MIN FOR STAMP. SUBMIT ONE SET OF REVISED SHOP DRAWINGS WITH EACH MAINTENANCE AND OPERATING MANUAL. RECORD DRAWINGS <ol style="list-style-type: none"> MAINTAIN ONE SET OF WORKING DRAWINGS AS RECORD DRAWINGS AND SUBMIT TO THE CONSULTANT UPON COMPLETION OF THE WORK. REVIEW AND MAINTAIN RECORD DRAWINGS WITH CHANGES NEATLY MARKED IN RED ON A WEEKLY BASIS. HAVE AVAILABLE ON SITE FOR REVIEW BY CONSULTANT AT ALL TIMES. AT END OF PROJECT, TURN OVER ALL DRAWINGS TO THE CONSULTANT WITH ALL CHANGES SHOWN. CLEARLY DIMENSION ALL CONCEALED OR UNDERGROUND WORK. <p>1.5 REGULATIONS AND PERMITS</p> <ol style="list-style-type: none"> CARRY OUT THE WORK IN ACCORDANCE WITH THE LATEST EDITIONS OF RELEVANT CODES, LOCAL BYLAWS, AND LOCAL REQUIREMENTS. OBTAIN ANY NECESSARY PERMITS. SUBMIT CONTRACT DRAWINGS TO INSPECTION AUTHORITY FOR APPROVAL, INCLUDING HIGH VOLTAGE WORK. INCLUDE COST OF FEES IN CONTRACT PRICE. <p>1.6 MATERIAL AND EQUIPMENT</p> <ol style="list-style-type: none"> WHERE AN ITEM OR MATERIALS OR ANY EQUIPMENT IS SPECIFICALLY IDENTIFIED BY A MANUFACTURER'S TRADE NAME OR CATALOGUE NUMBER, NO SUBSTITUTION IS TO BE MADE, EXCEPT AS PROVIDED FOR IN PARAGRAPHS 4.5 AND 6 BELOW. IN CASE OF SOME ITEMS OF EQUIPMENT, ONE OR MORE ADDITIONAL NAMES OF ACCEPTABLE EQUAL MANUFACTURERS ARE LISTED IN THE SECTION. THE DESIGN, LAYOUT, SPACE ALLOCATION, CONNECTION DETAILS, AND INSTALLATION ARE BASED ON THE PRODUCTS NAMED IN THE DESCRIPTION OF EACH ITEM. THE GENERAL APPROVAL, INDICATED BY LISTING THE NAMES OF OTHER MANUFACTURERS IS SUBJECT TO FINAL REVIEW OF SHOP DRAWINGS, PERFORMANCE DATA, TEST REPORTS AND PRODUCTION SAMPLES, IF REQUIRED. THE CONTRACTOR MUST ENSURE THAT THE PRODUCTS USED IN HIS BID MEET THE REQUIREMENTS SPECIFIED AND AS SHOWN ON THE CONTRACT DRAWINGS. SUPPLIERS WISHING TO SUBMIT OTHER ITEMS OR EQUIPMENT FOR APPROVAL AS AN EQUAL TO THOSE SPECIFIED ARE TO APPLY TO THE CONSULTANT AT LEAST TWENTY WORKING DAYS BEFORE TENDER CLOSING DATE. COMPLETE DESCRIPTION AND TECHNICAL DATA MUST ACCOMPANY REQUESTS ON THE ITEM PROPOSED. APPROVAL FOR SUBSTITUTION OF EQUIPMENT WILL ONLY BE GIVEN ON THE UNDERSTANDING THAT ALL DETAILS, ACCESSORIES, FEATURES AND PERFORMANCE WILL BE AS SPECIFIED, UNLESS OTHERWISE STATED. EVALUATION FROM THE SPECIFICATION MUST BE STATED IN WRITING AT TIME OF APPLICATION FOR APPROVAL. INCLUDE IN THE TENDER, THE EQUIPMENT NAMED IN THE SPECIFICATIONS OR APPROVED AS AN EQUAL, AS IN PARAGRAPH 4 ABOVE, THIS IS TO FORM THE BASIS BID. ANY NUMBER OF ALTERNATIVE BIDS, AS DESIGNED BELOW, MAY BE INCLUDED IN ADDITION TO THE BASE BID. <ol style="list-style-type: none"> COPIES OF ALL CERTIFICATES AND PERMITS REQUIRED IN THIS SPECIFICATION. COPIES OF ALL TEST REPORTS AND FIRE ALARM VERIFICATION. COPIES OF ALL INSTRUCTION MANUALS SUPPLIED BY THE MANUFACTURER. WIRING DIAGRAMS OF ALL ELECTRONIC OR ELECTRICAL EQUIPMENT INSTALLED. SCHEMATIC, SINGLE LINE AND LADDER DIAGRAMS OF ALL ELECTRONIC OR ELECTRICAL EQUIPMENT INSTALLED. INCLUDE ONE COPY OF ALL SHOP DRAWINGS WITH CLEARLY IDENTIFIED DIVIDERS. ANY OTHER ELECTRICAL DATA OR INFORMATION PERTINENT TO THIS PROJECT. <p>1.7 GUARANTEE</p> <ol style="list-style-type: none"> GUARANTEE ALL WORKMANSHIP, MATERIAL AND EQUIPMENT FOR ONE YEAR FROM THE DATE OF SUBSTANTIAL COMPLETION AS CERTIFIED BY THE CONSULTANT. CORRECT ANY DEFECTS DURING THE GUARANTEE PERIOD AT NO COST TO THE OWNER. <p>1.14 PANEL SCHEDULE</p> <ol style="list-style-type: none"> PANEL SCHEDULES ARE INDICATED ON DRAWINGS. THEY INDICATE THE TYPE OF PANEL, THE NUMBER OF BREAKERS AND SPACES REQUIRED, AND WIRE SIZE, WHERE MODIFICATIONS ARE NECESSARY KEEP RECORD SCHEDULES SIMILAR TO SHOP DRAWINGS. <p>1.15 GROUNDING</p> <ol style="list-style-type: none"> GROUND ALL COMPONENTS OF THE ELECTRICAL SYSTEM IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 10 OF THE ONTARIO ELECTRICAL SAFETY CODE LATEST EDITION AND AS REQUIRED HEREIN. A SEPARATE GROUND CONDUCTOR IS TO BE INSTALLED IN ALL RACEWAYS. ALL CABLE NOT INSTALLED IN CONDUIT IS TO INCLUDE A GROUND WIRE. ALL RECEPTABLES SHALL HAVE A SEPARATE GREEN COPPER CONDUCTOR, BOND ALL GROUNDS TO GROUND BUS WITH A COPPER WIRE. USE COMPRESSION CONNECTORS ON LUGS. CONDUIT EXPANSION JOINTS AND TELESCOPIC SECTIONS ON METAL RACEWAYS AND CABLE TRAYS NOT THOROUGHLY BONDED OTHERWISE, ARE TO BE PROVIDED WITH APPROVED BONDING JUMPERS OR NOT LESS THAN #8 AND STRANDED BARE COPPER. GROUND ALL TELEPHONE OUTLET BOXES TO THE GROUND IN THE NEAREST POWER OUTLET. <p>1.16 LIST OF MANUFACTURERS</p> <ol style="list-style-type: none"> WITHIN ONE WEEK OF TENDER AWARD, PROVIDE THE NAME OF THE MANUFACTURER OF THE ITEMS LISTED BELOW. USE ONLY ONE NAME FOR EACH ITEM. SEE CLAUSE "MATERIAL AND EQUIPMENT". <ol style="list-style-type: none"> PANELBOARDS LIGHTING FIXTURES (LIST BY TYPE) WIRING DEVICES OVERCURRENT PROTECTIVE DEVICES DISCONNECT SWITCHES FIRE ALARM DEVICES ANY ITEM OTHER THAN SPECIFIED BUT APPROVED EQUAL. <p>1.17 CONTRACT COMPLETION HOLDBACK</p> <ol style="list-style-type: none"> THE ELECTRICAL PORTION OF THIS CONTRACT INCLUDES COMPLETE DOCUMENTATION, AS PART OF THIS FUNCTION THE CONTRACTOR IS RESPONSIBLE TO TURN OVER TO THE OWNER A COMPLETE SET OF DOCUMENTS OUTLINE ALL OF THE REQUIREMENTS IN THE SPECIFICATION INCLUDING: <ol style="list-style-type: none"> 1 RECORD DRAWINGS SHOP DRAWINGS INSTRUCTION MANUALS MAINTENANCE MANUALS DESCRIPTION OF OPERATION FOR THIS CONTRACT THE VALUE OF THE DOCUMENTATION IS CONSIDERED TO BE 5% OF THE TENDER AMOUNT. THIS AMOUNT OF MONEY WILL BE HELD BACK UNTIL FINAL DOCUMENTATIONS COMPLETE AND APPROVED BY THE CONSULTANT. THIS HOLDBACK IS IN ADDITION TO ANY HOLDBACKS REQUIRED BY LAW. THE TOTAL AMOUNT OF THE HOLD BACK WILL BE WITHHELD UNTIL ALL DOCUMENTS ARE SUBMITTED. THIS PORTION WILL BE RELEASED NOR WILL THE UNFINISHED WORK OF THE DOCUMENTATION BE EVALUATED, EXCEPT IN THE WHOLE. 	<p>FIRE ALARM SYSTEM SPECIFICATIONS</p> <p>PART 1 - GENERAL</p> <p>1.1 GENERAL REQUIREMENTS</p> <ol style="list-style-type: none"> CONFORM TO THE REQUIREMENTS OF SECTION "ELECTRICAL GENERAL PROVISIONS" <p>1.2 DESCRIPTION OF SYSTEMS</p> <ol style="list-style-type: none"> FIRE ALARM SYSTEM SHALL MATCH THE BUILDING STANDARD, PROVIDED, NON-CODED, ADDRESSABLE, SINGLE STAGE FIRE ALARM SYSTEM AS SHOWN ON THE PLANS. THE ENTIRE SYSTEM IS TO MEET ALL THE REQUIRED CSA, ULCA AND MUNICIPAL CODES. THE SYSTEM TO MEET THE REQUIREMENTS OF CANULC-5507-M01. VERIFY THE SYSTEM TO MEET THE REQUIREMENTS OF CANULC-5507-M01. PROVIDE A MONITORING/SENDING UNIT CONNECTED TO A REMOTE RECEIVING STATION, ALL ILLC APPROVED. <p>1.3 SUBMITTALS</p> <ol style="list-style-type: none"> SUBMIT SHOP DRAWINGS IN ACCORDANCE WITH SECTION ELECTRICAL GENERAL PROVISIONS. INCLUDE THE FOLLOWING DETAIL: <ol style="list-style-type: none"> A COMPLETE DESCRIPTION OF THE SYSTEM OPERATION. A COMPLETE DESCRIPTION OF EACH SYSTEM COMPONENT. PROVIDE THE SUBMITTALS IN ACCORDANCE WITH INSTRUCTIONS TO BIDDERS CLAUSE 4.3. <p>PART 2 - PRODUCTS</p> <p>2.1 MATERIALS</p> <ol style="list-style-type: none"> ALL MATERIALS SHALL BE NEW, OF THE LATEST DESIGN REGARDLESS OF THE SPECIFIED ITEM, AND SHALL BE APPROVED BY THE CANADIAN STANDARDS ASSOCIATION OR UNDERWRITERS LABORATORY CANADA. ALL MATERIALS SUPPLIED SHALL BE LABELED WITH THE CORRECT APPROVALS IN AN OBVIOUS LOCATION. <p>2.2 FIRE ALARM PANEL</p> <ol style="list-style-type: none"> DIGITAL, ELECTRONIC ADDRESSABLE PANEL WITH FOUR INDEPENDENT LOOPS. PROVIDE LOOP WIRING WITH CLASS A CONFIGURATION. BATTERY OPERATION ON POWER FAILURE, SIZE BATTERY FOR INSTALLED ITEMS ONLY, WITH BACKUP GENERATOR POWER. RELAY CIRCUIT OUTPUTS WITH INDIVIDUAL BY-PASS SWITCH. FUTURE SPACE FOR 12 MODULES, INPUT OR OUTPUT. PROVIDE MANUFACTURER'S ORIGINAL REQUIREMENTS. EXPAND EXISTING FIRE ALARM PANEL AS REQUIRED. <p>2.3 AUDIBLE SIGNAL DEVICES</p> <ol style="list-style-type: none"> AUDIBLE DEVICES SHALL MATCH EXISTING BUILDING STANDARDS AS REQUIRED. <p>2.4 INITIATING DEVICES</p> <ol style="list-style-type: none"> PROVIDE MULTI SENSOR DEVICE WITH CAPABILITY OF PHOTO OR IONIZATION DETECTION, HEAT DETECTION AND SELF-DIAGNOSTICS. DEVICES SHALL MATCH EXISTING BUILDING STANDARDS AS REQUIRED. ONLY 3 PHASE FEEDERS AND MOTOR BRANCH CIRCUIT WIRING MAY UNCODED. ALL 3 PHASE BRANCH CIRCUITS SHALL BE: <ol style="list-style-type: none"> PHASE A - RED PHASE B - BLACK PHASE C - BLUE IDENTIFY ALL DISCONNECTS, STARTERS, AND OTHER CONTROL EQUIPMENT WITH NAMEPLATES INDICATING THE EQUIPMENT CONTROLLED, VOLTAGE AND CIRCUIT. IDENTIFY EACH OUTLET, ON THE WALL WITH A TYPE OR STENCILED LABEL, WITH THE PANEL AND CIRCUIT NUMBER TO THE DEVICE. IDENTIFY ALL FILL BOXES, JUNCTION BOXES OR OUTLET BOXES WITH THE EXACT USE FOR THE BOX. COLOUR CODING IS PREFERRED. PRINT CIRCUIT NUMBER ON EACH SIDE OF THE BOX AS SHOWN ON THE DRAWINGS. NAMEPLATES TO BE SECURELY FASTENED TO EQUIPMENT OR WALL WITH SCREWS. PHASE ALL SWITCHBOARDS AND PANELS SO THAT PHASE A IS ON THE LEFT SIDE, TOP OR FRONT, WHEN VIEWED FROM THE FRONT. IDENTIFY ALL CONTROL WIRING AT EACH TERMINAL LOCATION. INSTALL EACH DATA AND COMMUNICATION WIRE WITH OWNERS APPROVED WIRING AT BOTH ENDS. <p>2.5 TESTING</p> <ol style="list-style-type: none"> ALL SYSTEMS MUST BE THOROUGHLY TESTED BY THE TECHNICAL REPRESENTATIVE OF THE SYSTEM MANUFACTURERS BEFORE ARRANGEMENTS ARE MADE FOR THE FINAL DEMONSTRATION IN THE PRESENCE OF THE OWNER'S STAFF. AT THE COMPLETION OF THE WORK, DEMONSTRATE OPERATION OF ALL SYSTEMS TO THE OWNER'S REPRESENTATIVE AND THE CONSULTANT. ANY SYSTEM THAT DOES NOT OPERATE AS REQUIRED, OR FAILS TO PERFORM CORRECTLY IN THE MONTH FOLLOWING THE TEST, IS TO BE RE-TESTED AND RETESTED, IF THE RETEST FAILS ON THE SYSTEM FAILS AGAIN AFTER THE RETEST, THE CONTRACTOR IS TO RECTIFY THE ENTIRE SYSTEM AS DIRECTED BY THE CONSULTANT, INCLUDING REPLACING THE ENTIRE SYSTEM, ALL COSTS FOR COMPLIANCE TO THIS REQUIREMENT ARE TO BE INCLUDED IN THE BASE BID. SYSTEMS TO BE TESTED ARE: <ol style="list-style-type: none"> LIGHTING RELAY PANELS FIRE ALARM SYSTEM GENERATOR ROOF TOP COOLING CONTROL SECURITY POWER AND EMERGENCY POWER DISTRIBUTION NETWORK CABLING (CAT 5E RISE) THE MANUFACTURER'S REPRESENTATIVE MUST BE PRESENT FOR THE TEST PERIOD. <p>OWNER'S MOVING SERVICE</p> <ol style="list-style-type: none"> PROVIDE THE SERVICES OF TWO QUALIFIED PERSONS TO VISIT THE BUILDING AS REQUESTED BETWEEN 800 HOURS AND 1700 HOURS, FRIDAY TO MONDAY, ON THE DATE AND REGION AS NOTED. ASSIST OWNERS START TO BECOME FAMILIAR WITH THE SYSTEM OPERATION, PROVIDE INSTRUCTION TRAINING SYSTEM DEMONSTRATION, MAINTENANCE AND TECHNICAL ASSISTANCE AS REQUIRED FOR ALL SYSTEMS. RELOCATE, REWIRE, MOVE AND ASSIST IN ALL WAYS TO FACILITATE MOVING. INCLUDE COST OF LABOUR IN THE BASE BID CONTRACT PRICE. <p>2.12 MAINTENANCE AND OPERATING INSTRUCTIONS</p> <ol style="list-style-type: none"> ASSEMBLE 3 SETS OF EQUIPMENT LITERATURE (CUTS), OPERATING INSTRUCTIONS, MAINTENANCE INSTRUCTIONS, SPARE PARTS LIST, TEST REPORT, AND OTHER PERTINENT DATA. PLACE EACH SET IN A THREE RING BINDER AND SUBMIT TO CONSULTANT FOR APPROVAL. MAKE CHANGES OR SUBMIT ADDITIONAL INFORMATION AS REQUIRED TO SECURE APPROVAL. FINAL CERTIFICATE OF COMPLETION AND NAMES AND ADDRESSES OF SPARE PARTS SUPPLIERS IN MANUAL. INSTRUCTION MANUAL AND TEST REPORTS <p>PREPARE THREE IDENTICAL INSTRUCTION MANUALS AND INCLUDE:</p> <ol style="list-style-type: none"> COPIES OF ALL CERTIFICATES AND PERMITS REQUIRED IN THIS SPECIFICATION. COPIES OF ALL TEST REPORTS AND FIRE ALARM VERIFICATION. COPIES OF ALL INSTRUCTION MANUALS SUPPLIED BY THE MANUFACTURER. WIRING DIAGRAMS OF ALL ELECTRONIC OR ELECTRICAL EQUIPMENT INSTALLED. SCHEMATIC, SINGLE LINE AND LADDER DIAGRAMS OF ALL ELECTRONIC OR ELECTRICAL EQUIPMENT INSTALLED. INCLUDE ONE COPY OF ALL SHOP DRAWINGS WITH CLEARLY IDENTIFIED DIVIDERS. ANY OTHER ELECTRICAL DATA OR INFORMATION PERTINENT TO THIS PROJECT. <p>2.13 GUARANTEE</p> <ol style="list-style-type: none"> GUARANTEE ALL WORKMANSHIP, MATERIAL AND EQUIPMENT FOR ONE YEAR FROM THE DATE OF SUBSTANTIAL COMPLETION AS CERTIFIED BY THE CONSULTANT. CORRECT ANY DEFECTS DURING THE GUARANTEE PERIOD AT NO COST TO THE OWNER. <p>2.14 PANEL SCHEDULE</p> <ol style="list-style-type: none"> PANEL SCHEDULES ARE INDICATED ON DRAWINGS. THEY INDICATE THE TYPE OF PANEL, THE NUMBER OF BREAKERS AND SPACES REQUIRED, AND WIRE SIZE, WHERE MODIFICATIONS ARE NECESSARY KEEP RECORD SCHEDULES SIMILAR TO SHOP DRAWINGS. <p>2.15 GROUNDING</p> <ol style="list-style-type: none"> GROUND ALL COMPONENTS OF THE ELECTRICAL SYSTEM IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 10 OF THE ONTARIO ELECTRICAL SAFETY CODE LATEST EDITION AND AS REQUIRED HEREIN. A SEPARATE GROUND CONDUCTOR IS TO BE INSTALLED IN ALL RACEWAYS. ALL CABLE NOT INSTALLED IN CONDUIT IS TO INCLUDE A GROUND WIRE. ALL RECEPTABLES SHALL HAVE A SEPARATE GREEN COPPER CONDUCTOR, BOND ALL GROUNDS TO GROUND BUS WITH A COPPER WIRE. USE COMPRESSION CONNECTORS ON LUGS. CONDUIT EXPANSION JOINTS AND TELESCOPIC SECTIONS ON METAL RACEWAYS AND CABLE TRAYS NOT THOROUGHLY BONDED OTHERWISE, ARE TO BE PROVIDED WITH APPROVED BONDING JUMPERS OR NOT LESS THAN #8 AND STRANDED BARE COPPER. GROUND ALL TELEPHONE OUTLET BOXES TO THE GROUND IN THE NEAREST POWER OUTLET. <p>2.16 LIST OF MANUFACTURERS</p> <ol style="list-style-type: none"> WITHIN ONE WEEK OF TENDER AWARD, PROVIDE THE NAME OF THE MANUFACTURER OF THE ITEMS LISTED BELOW. USE ONLY ONE NAME FOR EACH ITEM. SEE CLAUSE "MATERIAL AND EQUIPMENT". <ol style="list-style-type: none"> PANELBOARDS LIGHTING FIXTURES (LIST BY TYPE) WIRING DEVICES OVERCURRENT PROTECTIVE DEVICES DISCONNECT SWITCHES FIRE ALARM DEVICES ANY ITEM OTHER THAN SPECIFIED BUT APPROVED EQUAL. <p>2.17 CONTRACT COMPLETION HOLDBACK</p> <ol style="list-style-type: none"> THE ELECTRICAL PORTION OF THIS CONTRACT INCLUDES COMPLETE DOCUMENTATION, AS PART OF THIS FUNCTION THE CONTRACTOR IS RESPONSIBLE TO TURN OVER TO THE OWNER A COMPLETE SET OF DOCUMENTS OUTLINE ALL OF THE REQUIREMENTS IN THE SPECIFICATION INCLUDING: <ol style="list-style-type: none"> 1 RECORD DRAWINGS SHOP DRAWINGS INSTRUCTION MANUALS MAINTENANCE MANUALS DESCRIPTION OF OPERATION FOR THIS CONTRACT THE VALUE OF THE DOCUMENTATION IS CONSIDERED TO BE 5% OF THE TENDER AMOUNT. THIS AMOUNT OF MONEY WILL BE HELD BACK UNTIL FINAL DOCUMENTATIONS COMPLETE AND APPROVED BY THE CONSULTANT. THIS HOLDBACK IS IN ADDITION TO ANY HOLDBACKS REQUIRED BY LAW. THE TOTAL AMOUNT OF THE HOLD BACK WILL BE WITHHELD UNTIL ALL DOCUMENTS ARE SUBMITTED. THIS PORTION WILL BE RELEASED NOR WILL THE UNFINISHED WORK OF THE DOCUMENTATION BE EVALUATED, EXCEPT IN THE WHOLE. 	<p>ELECTRICAL IDENTIFICATION</p> <p>PART 1 - GENERAL</p> <p>1.1 GENERAL REQUIREMENTS</p> <ol style="list-style-type: none"> CONFORM TO THE REQUIREMENTS OF SECTION "ELECTRICAL GENERAL PROVISIONS" <p>1.2 DESCRIPTION OF WORK</p> <ol style="list-style-type: none"> PROVIDE IDENTIFICATION ON ALL EQUIPMENT, RACEWAYS, BOXES AND CONDUCTORS. <p>1.3 RELATED WORK IN OTHER SECTIONS</p> <ol style="list-style-type: none"> RELATED WORK IN OTHER SECTIONS: <ol style="list-style-type: none"> ELECTRICAL GENERAL PROVISIONS SECTION 1610 WIRING DEVICES SECTION 1611 WIRE AND CABLE SECTION 1612 <p>PART 2 - PRODUCTS</p> <p>2.1 NAMEPLATES</p> <ol style="list-style-type: none"> UNLESS OTHERWISE NOTED, NAMEPLATES SHALL BE BLACK LAMACOD PLATES WITH WHITE ENGRAVED UPPER CASE LETTERS ENCLOSED BY WHITE BORDER ON BOTH SIDES. NAMEPLATES FOR EQUIPMENT SUPPLIED BY THE EMERGENCY SYSTEM SHALL BE RED LAMACOD WITH WHITE LETTERING. ALL NAMEPLATES SHALL BE ENGRAVED AND MUST BE SECURED WITH NUTS, BRASS OR CROMAX PLATE SCREWS. THE USE OF DYMO TAPE OR THE LIKE IS UNACCEPTABLE. NAMEPLATE INSCRIPTIONS SHALL BEAR THE NAME AND NUMBER OF EQUIPMENT TO WHICH THEY ARE ATTACHED AS INDICATED ON THE DRAWINGS. THE ENGINEER RESERVES THE RIGHT TO MAKE MODIFICATIONS IN THE INSCRIPTIONS AS NECESSARY. <p>2.2 CABLE TAGS AND WIRE IDENTIFICATION LABELS</p> <ol style="list-style-type: none"> CABLE TAGS SHALL BE FLAMEPROOF SECURED WITH NYLON TIES. WIRE MARKERS SHALL BE PREPARED CLOTH-TYPE OR APPROVED EQUIVALENT. <p>2.3 IDENTIFICATION LABELS</p> <ol style="list-style-type: none"> ACCEPTABLE MANUFACTURERS: <ol style="list-style-type: none"> W.H. BRADY COMPANY (STYLE A) THOMAS & BETTS COMPANY (FBI), STYLE A PLASTICIZED (CLO) NON-CONDUCTIVE WATERPROOF CAPABLE OF WITHSTANDING CONTINUOUS TEMPERATURES OF 25 DEGREES F AND INTERMITTENT TEMPERATURES TO 300 DEGREES F. OVERCOATING FOR PROTECTION AGAINST OIL, SOLVENTS, CHEMICALS, MOISTURE, ABRASION AND DIRT. LABEL DESIGNATIONS, NOMINAL SYSTEM VOLTAGES APPLIED TO THE COVERS OF ALL MEDIUM AND LOW VOLTAGE PULL, PULLS AND JUNCTION BOXES. MACHINE PRINTED. <p>PART 3 - EXECUTION</p> <p>3.1 INSTALLATION</p> <ol style="list-style-type: none"> SWITCHBOARDS: <ol style="list-style-type: none"> FURNISH AND INSTALL A MASTER NAMEPLATE FOR EACH SWITCHBOARD, ENGRAVED WITH THE EQUIPMENT IDENTIFICATION INDICATED ON THE DRAWINGS MOUNT AT TOP OF RACEWAY SECTION. PROVIDE ON EACH MAIN SWITCH AN IDENTIFYING NAMEPLATE, WHERE MULTIPLE MAINS ARE EMPLOYED EACH SWITCH SHALL BE NUMBERED. IDENTIFY FOR EACH MAIN "MAIN SWITCH" OR "MAIN SWITCH #1" ET AL. PANELBOARDS AND LOAD CENTERS: <ol style="list-style-type: none"> FURNISH AND INSTALL A NAMEPLATE FOR EACH PANELBOARD AND LOAD CENTER ENGRAVED WITH THE IDENTIFICATION INDICATED ON THE DRAWINGS, MOUNT AT TOP OF PANEL. AFTER INSTALLATIONS ARE COMPLETE, PROVIDE AND MOUNT UNDER STURDY TRANSPARENT SHIELD IN THE DIRECTORY FRAME OF EACH PANEL, DOOR A MEAT, ENGRAVABLE, AND CAREFULLY TYPED DIRECTORY PROVIDED IDENTIFYING THE LIGHTING, RECEPTABLES, OUTLETS, AND EQUIPMENT EACH OVERCURRENT DEVICE CONTROLS. INCLUDE ON DIRECTORY THE PANEL OR LOAD CENTER IDENTIFICATION, THE CABLE AND RACEWAY SIZE OF PANEL FEEDER, AND THE FEEDER ORIGINATOR POINT. DISCONNECT SWITCHES: <ol style="list-style-type: none"> FURNISH AND INSTALL A NAMEPLATE FOR EACH DISCONNECT SWITCH ENGRAVED WITH THE EQUIPMENT DESIGNATION WHICH THE DISCONNECT SERVES. MOTOR CONTROLLERS: <ol style="list-style-type: none"> FURNISH AND INSTALL A NAMEPLATE FOR EACH MOTOR CONTROLLER OR COMBINATION MOTOR CONTROLLER FOR BOTH INDIVIDUAL MOTOR CONTROLLERS AND THOSE IN A MOTOR CONTROL CENTER, ENGRAVING MUST INDICATE THE MOTOR SERVED AND THE TYPE OF SERVICE. FEEDER SWITCHES: <ol style="list-style-type: none"> FURNISH AND INSTALL, FOR EACH FEEDER SWITCH INCLUDING, BUT NOT LIMITED TO THOSE IN SWITCHBOARDS, SWITCH AND FUSE PANELBOARDS, TIME-OFFS AT BUS DUCTS, MOTOR CONTROLS, CENTERS, MAXI-PLEX METER CENTERS, ETC., TWO (2) NAMEPLATES AS FOLLOWS: <ol style="list-style-type: none"> THE FIRST NAMEPLATE MUST BE WHITE BACKGROUND WITH RED LETTERING, ENGRAVE WITH THE WORDS "REPLACE ONLY WITH FUSE" ENGRAVE WITH PROPER FUSE TRAILING NAME AND AMPERE RATING (E.G. "REPLACE ONLY WITH 150A 250V 1P-1F"). THE SECOND NAMEPLATE SHALL INDICATE THE LOAD SERVED, THE SIZE AND TYPE OF CABLE AND RACEWAY. EXAMPLE: (1) 1P-4, 1P-3, 1P-8 (5) #800 XCMILS 175V CU-3 10°C REMOTE SMOKE DETECTOR LAMPS AND TEST STATIONS: <ol style="list-style-type: none"> FURNISH AND INSTALL A NAMEPLATE ON EACH REMOTE SMOKE DETECTOR LAMP AND/OR TEST STATION. ENGRAVING MUST INDICATE THE LOCATION OF THE DEVICE TO WHICH THE LAMP IS CONNECTED, AS APPROVED BY THE ENGINEER. SWITCHES: <ol style="list-style-type: none"> FURNISH AND INSTALL AN ENGRAVED NAMEPLATE FOR EACH SWITCH, CONTROLLING LOADS THAT ARE NOT LOCAL TO THE SWITCH. ENGRAVING SHALL BE AS DIRECTED BY THE ENGINEER. PULLBOXES, ENCLOSURES, AND CABLE TERMINATIONS: <ol style="list-style-type: none"> CIRCUITS RATED OVER 40 AMP AND ALL CABLES OVER 600V. <ol style="list-style-type: none"> PROVIDE IDENTIFICATION LABEL WITH PANEL AND CIRCUIT NUMBERS ON ENCLOSURE COVER. FURNISH AND INSTALL CABLE TAGS ON EACH CABLE THAT ENTERS A PULLBOX, ENCLOSURE, SWITCHBOARD, AND AT TERMINATIONS. MARK TAGS WITH TYPE WRITTEN INSCRIPTION NOTING THE LOAD SERVED, THE TYPE AND SIZE OF CABLE, AND THE OVERCURRENT DEVICE PROTECTING THE CABLE. BRANCH CIRCUITS: <ol style="list-style-type: none"> PROVIDE IDENTIFICATION LABEL WITH PANEL AND CIRCUIT NUMBERS ON ENCLOSURE COVER. IDENTIFY EACH CIRCUIT WITH WIRE MARKERS WHEN ENCLOSED, LABEL AND WIRE COLORS DO NOT PROVIDE ENOUGH INFORMATION TO IDENTIFY EACH CIRCUIT WITHOUT TRACING. 4 SQUARE BOX COVERS HIDDEN ABOVE LAY-IN CEILING MAY BE MARKED WITH INDELEIBLE INK MARKER IN LIEU OF USING PRINTED LABELS. FIRE ALARM TERMINAL CABINETS: <ol style="list-style-type: none"> FURNISH AND INSTALL AN APPROVED NAMEPLATE ON EACH FIRE ALARM TERMINAL CABINET. NAMEPLATES SHALL INDICATE FLOOR AND WHERE MULTIPLE TERMINAL CABINETS ARE INSTALLED A FRAME DESIGNATION FOR EACH CABINET (E.G. FATO-1A FATO-1B). TERMINALS SHALL BE PERMANENTLY IDENTIFIED IN AN APPROVED MANNER. LABEL ALL WIRING. TELECOMMUNICATIONS SYSTEM: <ol style="list-style-type: none"> EACH HORIZONTAL CABLE FROM A TERMINATION BLOCK OR PATCH PANEL TO A TELECOMMUNICATIONS OUTLET SHALL BE LABELED AT BOTH ENDS. TAGS SHALL BE CONSECUTIVELY NUMBERED SO THAT NO TWO (2) CABLES HAVE THE SAME IDENTIFICATION. IN ADDITION CABLE TAG SHALL NOTE THE ROOM NUMBER IN WHICH THE DATA TRANSMISSION OUTLET IS LOCATED. EACH BACKDROPE CABLE SHALL HAVE A FLAMEPROOF TAG ATTACHED AT BOTH ENDS OF THE TAG. TAGS SHALL BE CONSECUTIVELY NUMBERED SO THAT NO TWO (2) CABLES HAVE THE SAME IDENTIFICATION. ADDITIONAL INSCRIPTIONS SHALL BE PROVIDED AS DIRECTED BY THE OWNER. PATCH PANEL PORTS SHALL BE CONSECUTIVELY NUMBERED SO THAT NO TWO (2) PORTS HAVE THE SAME NUMBER. GENERATOR CONTROL PANEL: <ol style="list-style-type: none"> FURNISH AND INSTALL A RED NAMEPLATE FOR EACH GENERATOR CONTROL PANEL. ENGRAVING SHALL INDICATE THE GENERATOR CONTROLLED BY THE PANEL. PROVIDE IDENTIFICATION LABELS FOR ALL LOW VOLTAGE AND MEDIUM VOLTAGE PULL, PULLS AND JUNCTION BOXES IN MAIN FEEDER AND SUBFEEDER RUNS, INDICATING NOMINAL SYSTEM VOLTAGE. <ol style="list-style-type: none"> APPLY LABELS AFTER PAINTING OF BOXES, CONDUITS, AND SURROUNDING AREAS HAVE BEEN COMPLETED. CLEAN SURFACES BEFORE APPLYING LABELS. CLEAN ALUMINUM SURFACES WITH SOLVENT WIPE. APPLY LABELS ON COVER AND MINIMUM OF ONE (1) FIXED SIDE, ONE (1) LABEL VISIBLE FROM FLOOR WHERE BOXES ARE INSTALLED EXPDED. PROVIDE IDENTIFICATION FOR ALL EQUIPMENT, BOXES, ENCLOSURES AND DEVICES ACCORDING TO THE FOLLOWING TABLE: <table border="1"> <tr> <th>TYPE OF IDENTIFICATION MATERIAL</th> <th>INFORMATION/EXAMPLE EQUIPMENT</th> <th>CABINET MARKING</th> <th>EQUIPMENT IDENTIFICATION</th> <th>OUTDOOR LIGHTING CONTROL</th> <th>MAJOR EQUIPMENT</th> <th>NAMEPLATE EQUIPMENT IDENTIFICATION</th> <th>"PANEL MDP" MINOR EQUIPMENT IDENTIFICATION LABEL</th> <th>EQUIPMENT IDENTIFICATION</th> <th>"FIRE ALARM ZONE" 3 BOX ENCLOSURE IDENTIFICATION LABEL</th> <th>SYSTEM FIRE AND SMOKE COVER INCLUDES INK MARKER NUMBER</th> <th>"FIRE ALARM ZONE" 3 ABOVE LAY-IN CEILING</th> <th>RECEPTABLE IDENTIFICATION LABEL</th> <th>CIRCUIT IDENTIFICATION</th> <th>"FIRE ALARM ZONE" 3</th> <th>RECEPTABLE IDENTIFICATION LABEL</th> <th>"FIRE ALARM ZONE" 3</th> <th>RECEPTABLE IDENTIFICATION LABEL</th> <th>DEVICE IDENTIFICATION LABEL</th> <th>"FIRE ALARM ZONE" 3</th> <th>RECEPTABLE IDENTIFICATION LABEL</th> <th>DEVICE IDENTIFICATION LABEL</th> <th>"CAMERA" 4</th> </tr> </table> 	TYPE OF IDENTIFICATION MATERIAL	INFORMATION/EXAMPLE EQUIPMENT	CABINET MARKING	EQUIPMENT IDENTIFICATION	OUTDOOR LIGHTING CONTROL	MAJOR EQUIPMENT	NAMEPLATE EQUIPMENT IDENTIFICATION	"PANEL MDP" MINOR EQUIPMENT IDENTIFICATION LABEL	EQUIPMENT IDENTIFICATION	"FIRE ALARM ZONE" 3 BOX ENCLOSURE IDENTIFICATION LABEL	SYSTEM FIRE AND SMOKE COVER INCLUDES INK MARKER NUMBER	"FIRE ALARM ZONE" 3 ABOVE LAY-IN CEILING	RECEPTABLE IDENTIFICATION LABEL	CIRCUIT IDENTIFICATION	"FIRE ALARM ZONE" 3	RECEPTABLE IDENTIFICATION LABEL	"FIRE ALARM ZONE" 3	RECEPTABLE IDENTIFICATION LABEL	DEVICE IDENTIFICATION LABEL	"FIRE ALARM ZONE" 3	RECEPTABLE IDENTIFICATION LABEL	DEVICE IDENTIFICATION LABEL	"CAMERA" 4	<table border="1"> <tr> <td data-bbox="1770 44 2136 265"></td> <td data-bbox="2136 44 3015 265"></td> </tr> <tr> <td data-bbox="1770 265 2136 531"></td> <td data-bbox="2136 265 3015 531"></td> </tr> <tr> <td data-bbox="1770 531 2136 797"></td> <td data-bbox="2136 531 3015 797"></td> </tr> <tr> <td data-bbox="1770 797 2136 1062"></td> <td data-bbox="2136 797 3015 1062"></td> </tr> <tr> <td data-bbox="1770 1062 2136 1328"></td> <td data-bbox="2136 1062 3015 1328"></td> </tr> <tr> <td data-bbox="1770 1328 2136 1594"></td> <td data-bbox="2136 1328 3015 1594"></td> </tr> <tr> <td data-bbox="1770 1594 2136 1860"></td> <td data-bbox="2136 1594 3015 1860"></td> </tr> <tr> <td data-bbox="1770 1860 2136 2003"></td> <td data-bbox="2136 1860 3015 2003"></td> </tr> </table> <p>2021/02/22 FINAL REVIEW</p> <p>date (yyyy/mm/dd): issued for:</p> <p>general notes:</p> <ol style="list-style-type: none"> THIS PRINT IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ENGINEER. DRAWINGS SHALL NOT BE SCALED. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS. IN THE EVENT THE ENGINEER IS RETAINED TO REVIEW SHOP DRAWINGS, SUCH REVIEW IS ONLY TO CHECK FOR CONFORMANCE WITH DESIGN CONCEPT AND WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS. CONTRACTORS SHALL PROMPTLY NOTIFY THE ENGINEER IN WRITING OF THE EXISTENCE OF ANY OBSERVED VARIATIONS BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS. THE ENGINEER IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OR TECHNIQUES IN THE CONSTRUCTION OF THIS FACILITY. <p>stamp:</p> <p>project:</p> <p>AGRICULTURE & AGRI-FOOD CANADA RESEARCH CENTRE 2585 COUNTY RD 20 - HARROW ONT, N0R 1G0</p> <p>client:</p> <p> Public Works and Government Services Canada Travaux publics et Services gouvernementaux Canada</p> <p>title:</p> <p>DETAILS AND SPECIFICATIONS</p> <p>scale: AS SHOWN</p> <p>drawn by: WM</p> <p>checked by: MK</p> <p>date: JANUARY, 2021</p> <p>comm. no.: 20-2165</p> <p>sheet no.:</p> <p>FA-11</p>																
TYPE OF IDENTIFICATION MATERIAL	INFORMATION/EXAMPLE EQUIPMENT	CABINET MARKING	EQUIPMENT IDENTIFICATION	OUTDOOR LIGHTING CONTROL	MAJOR EQUIPMENT	NAMEPLATE EQUIPMENT IDENTIFICATION	"PANEL MDP" MINOR EQUIPMENT IDENTIFICATION LABEL	EQUIPMENT IDENTIFICATION	"FIRE ALARM ZONE" 3 BOX ENCLOSURE IDENTIFICATION LABEL	SYSTEM FIRE AND SMOKE COVER INCLUDES INK MARKER NUMBER	"FIRE ALARM ZONE" 3 ABOVE LAY-IN CEILING	RECEPTABLE IDENTIFICATION LABEL	CIRCUIT IDENTIFICATION	"FIRE ALARM ZONE" 3	RECEPTABLE IDENTIFICATION LABEL	"FIRE ALARM ZONE" 3	RECEPTABLE IDENTIFICATION LABEL	DEVICE IDENTIFICATION LABEL	"FIRE ALARM ZONE" 3	RECEPTABLE IDENTIFICATION LABEL	DEVICE IDENTIFICATION LABEL	"CAMERA" 4																				



Appendix "F"

INSURANCE TERMS

INSURANCE TERMS

IN1 GENERAL

- IN1.1 Worker's Compensation
- IN1.2 Indemnification
- IN1.3 Proof of Insurance
- IN1.4 Insured
- IN1.5 Payment of Deductible

IN2 COMMERCIAL GENERAL LIABILITY

- IN2.1 Scope of Policy
- IN2.2 Period of Insurance

IN3 AUTOMOBILE INSURANCE

- IN3.1 Scope of Policy

IN1 GENERAL

IN1.1 Worker's Compensation

- 1) The Contractor shall provide and maintain Worker's Compensation Insurance in accordance with the legal requirements of the Province or Territory where the work is being carried out.

IN1.2 Indemnification

- 1) The insurance required by the provisions of these Insurance Terms shall in no way limit the Contractor's responsibility under the Indemnification clause of the General Conditions of the contract. Any additional coverage the Contractor may deem necessary to fulfill his obligations under the aforesaid clause shall be at his own discretion and expense.

IN1.3 Proof of Insurance

- 1) Before commencement of the Work, and within thirty (30) days after acceptance of its bid, the Contractor shall deposit with Canada a CERTIFICATE OF INSURANCE (form AAFC / AAC5314) available upon request.
- 2) In the event that the Contractor already possesses an insurance certificate clearly demonstrating that their insurance coverage meets IN2.1 Scope of Policy provisions, then the Contractor may deposit an original copy of this insurance certificate.
- 3) Upon request by Canada, the Contractor shall provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the provisions contained herein.

IN1.4 Insured

- 1) Each policy shall insure the Contractor and shall include Her Majesty the Queen in right of Canada, represented by the Minister of Agriculture & Agri-Food Canada as an additional Insured, with respect to liability arising out of the operations of the contractor with regard to the work.

IN1.5 Payment of Deductible

- 1) The payment of monies up to the deductible amount made in satisfaction of a claim shall be borne by the Contractor.

INSURANCE TERMS (Continued)

IN2 COMMERCIAL GENERAL LIABILITY

IN2.1 Scope of Policy

- 1) The insurance coverage provided shall not be less than that provided by IBC Form 2100, as amended from time to time, and shall have:
 - (a) an Each Occurrence Limit of not less than \$5,000,000.00 ;
 - (b) a Products/Completed Operations Aggregate Limit of not less than \$5,000,000.00 ; and
 - (c) a General Aggregate Limit of not less than \$10,000,000.00 per policy year, if the policy is subject to such a limit.
- 2) The policy shall either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:
 - (a) Blasting.
 - (b) Pile driving and caisson work.
 - (c) Underpinning.
 - (d) Removal or weakening of support of any building or land whether such support be natural or otherwise if the work is performed by the insured contractor.
 - (e) Asbestos.
 - (f) Non-owed Automobile Policy.

IN2.2 Period of Insurance

- 1) Unless otherwise directed in writing by Canada, or, otherwise stipulated elsewhere herein, the policy required herein shall be in force and be maintained from the date of contract award until the day of issue of the Certificate of Completion except that the coverage for Completed Operations Liability shall, in any event, be maintained for a period of at least six (6) years beyond the date of the CERTIFICATE OF SUBSTANTIAL PERFORMANCE.

IN3 AUTOMOBILE INSURANCE

IN3.1 Scope of Policy

- 1) Automobile Liability Insurance in respect of licensed vehicles shall have limits of not less than one million dollars inclusive per occurrence for bodily injury, death, and damage to property.



Appendix "G"

CONTRACT DOCUMENTS

MAJOR WORKS - CONTRACT DOCUMENTS

SC01 CONTRACT DOCUMENTS

- 1) The following are the contract documents:
 - (a) Contract page when signed by Canada;
 - (b) Duly completed Bid and Acceptance Form and any Appendices attached thereto;
 - (c) Drawings and Specifications;
 - (d) AAFC General Conditions form AAFC / AAC5321-E:
 - (i) GC1 General Provisions
 - (ii) GC2 Administration of the Contract
 - (iii) GC3 Execution and Control of the Work
 - (iv) GC4 Protective Measures
 - (v) GC5 Terms of Payment
 - (vi) GC6 Delays and Changes in the Work
 - (vii) GC7 Default, Suspension or Termination of Contract
 - (viii) GC8 Dispute Resolution
 - (ix) GC9 Contract Security
 - (x) GC10 Insurance
 - (e) Supplementary Conditions, if any;
 - (f) Insurance Terms form AAFC / AAC5315-E;
 - (g) Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
 - (h) Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
 - (i) Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
- 2) The language of the contract documents shall be the language of the Bid and Acceptance Form submitted.

SC02 ACCEPTANCE AND CONTRACT

- 1) Upon acceptance of the Contractor's offer by Canada, a binding Contract shall be formed between Canada and the Contractor. The documents forming the Contract shall be the contract documents referred to in SC01 CONTRACT DOCUMENTS.



Appendix "H"

CONTRACT

CONTRACT

PURCHASING OFFICE

Agriculture and Agri-Food Canada
 Eastern Service Centre
 Tender Receiving Unit
 2001 Robert-Bourassa Boulevard, Suite 671-TEN
 Montréal, Quebec
 H3A 3N2

Your tender is accepted 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 construction listed herein and on any attached sheets at the price or prices set out therefor.

Comments

Vendor / Firm Name and Address

Title New Fire Alarm System		
Solicitation / Contract No. 01B46-2021-064	Date	
Client Reference No.		
File No. 01B46-2021-064		
Financial Code(s) <div style="text-align: right;"> <input type="radio"/> GST <input type="radio"/> HST <input type="radio"/> QST </div>		
F.O.B Destination		
Applicable Taxes Excluded		
Destination Agriculture and Agri-Food Canada Harrow Research and Development Centre 2585 County Road 20 Harrow, Ontario		
Invoices - Original and two copies to be sent to :		
Address Enquiries to:		
Telephone No.	Ext.	Fax No.
Total Estimated Cost	Currency Type CAD	
For the Minister		
_____ Signature		_____ Date



Appendix "I"

GUIDANCE FOR CONTRACTORS WORKING IN AAFC BUILDINGS



GUIDANCE FOR CONTRACTORS WORKING IN AAFC BUILDINGS

- For the purposes of this document, the term Contractor will mean contractor, sub-contractor, consultants and sub-consultants. Contractors are responsible to ensure that all their hired sub-contractors also adhere to the requirements of this document.

- Prior to accessing AAFC building interiors, Contractors will hold a orientation meeting (tele or video conference) with AAFC Facility Manager and Project Manager, and the following will be agreed to in writing with the intent of maintain physical distancing:
 - Access/egress and material delivery door(s) for worksite.
 - Daily shift or specific occupancy times, including estimated number of personnel.
 - Construction or work zone limits.
 - Use of site: washrooms, drinking water, parking location, garbage and recycling disposal.
 - Protocol that whenever physical distancing cannot be achieved at the worksite, facial covering will be worn by all personnel involved (AAFC and Contractor).

- Contractors are to submit signed confirmation that they understand and will follow requirements set out in attached **COVID-19 Check List for Contractors Working in AAFC Buildings.**



COVID-19 Check List for Contractors Working in AAFC Buildings

Prior to beginning contracted work in an AAFC building, Contractors are to submit signed confirmation that they and their hired subcontractors agree to the following:

- Contractor will follow **Canadian Construction Association's COVID-19 – Standardized Protocols for All Canadian Construction Sites.** (<https://www.cca-acc.com/covid-19-resources/>)
- All contractor personnel will complete Government of Canada's online **COVID-19 Symptom Self Assessment Tool** each day prior to work shift and will not come to AAFC site if Tool advises or recommends to self-isolate, stay at home or seek medical attention. (<https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19.html>)
- Advise AAFC Representative as soon as possible if any of Contractor's personnel who have worked in an AAFC building begin to exhibit flu-like symptoms.
- All contractor and hired sub-contract personnel will follow local, provincial and federal public health guidance and requirements including that of **Public Health Agency of Canada (PHAC) for Coronavirus disease (COVID-19): Prevention and risk.** (<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks.html?topic=tilelink>)
- While on AAFC property, all Contractor and sub-contractors will comply to all posted signage in AAFC buildings, or advise AAFC Representative immediately if unable to comply.

These above mentioned requirements will be complied while conducting work in AAFC buildings for the duration of the contract.

Signature of Contractor Representative



FORMS

- Bid Bond
- Certificate of Insurance
- Labour and Material Payment Bond
- Performance Bond
- T4-A Certification

BID BOND

BOND NUMBER: _____

AMOUNT: _____

KNOW ALL PERSONS BY THESE PRESENTS, that _____ as Principal,
hereinafter called the Principal, and _____ as Surety,

hereinafter called the Surety, are, subject to the conditions hereinafter contained, held and firmly bound unto Her Majesty the Queen in right of Canada as represented by the Minister of Agriculture and Agri-Food, as Oblige, hereinafter called the Crown, in the amount of

_____ dollars (\$ _____), lawful money of Canada, for the payment of which sum, well and truly to be made, the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

SIGNED AND SEALED this _____ day of _____, 20__.

WHEREAS, the Principal has submitted a written tender to the Crown, dated the _____ day of _____, 20__,

for _____

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION are such that if:

- (a) the Principal, should his tender be accepted within the period specified by the Crown, or, if no period be specified, within sixty (60) days after closing date of the tender, does execute within a period specified by the Crown, or, if no period be specified therein, within fourteen (14) days after the prescribed forms are presented to him for signature, execute such further contractual documents, if any, as may be required by the terms of the tender as accepted, and does furnish a Performance Bond and a Labour and Material Payment Bond, each in the amount of 50% of the Contract price and satisfactory to the Crown, or other security acceptable to the Crown, or
- (b) the Principal does pay to the Crown the difference between the amount of the Principal's tender and the amount of the Contract entered into by the Crown for the work, supplies and services which were specified in the said tender, if the latter amount be in excess of the former,

then this obligation shall be void; otherwise it shall remain in full force and effect.

PROVIDED, HOWEVER, that the Surety and the Principal shall not be liable to the Crown for an amount greater than the amount specified in this bond.

PROVIDED FURTHER that the Surety shall not be subject to any suit or action unless such suit or action is instituted and process therefore served upon the Surety at its Head Office in Canada, within twelve (12) months from the date of this bond.

IN TESTIMONY WHEREOF, the Principal has hereto set its hand and affixed its seal, and the Surety has caused these presents to be sealed with its corporate seal duly attested by the signature of its authorized signing authority, the day and year first above written.

SIGNED, SEALED AND DELIVERED in the presence of:

Principal

Witness

Surety

Note: Affix Corporate seal if applicable.

PERFORMANCE BOND

BOND NUMBER: _____

AMOUNT: _____

KNOW ALL PERSONS BY THESE PRESENTS, that _____ as Principal,
hereinafter called the Principal, and _____ as Surety,

hereinafter called the Surety, are, subject to the conditions hereinafter contained, held and firmly bound unto Her Majesty the Queen in right of Canada as represented by the Minister of Agriculture and Agri-Food, as Obligee, hereinafter called the Crown, in the amount of

_____ dollars (\$ _____), lawful money of Canada, for the payment of which sum, well and truly to be made, the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

SIGNED AND SEALED this _____ day of _____, 20__.

WHEREAS, the Principal entered into a Contract with the Crown dated the _____ day of _____, 20__,
for _____

which Contract is by reference made a part hereof, and is hereinafter referred to as the Contract.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION are such that, if the Principal shall well and faithfully observe and perform all the obligations on the part of the Principal to be observed and performed in connection with the Contract, then this obligation shall be void, otherwise it shall remain in full force and effect, subject, however, to the following conditions:

1. Whenever the Principal shall be, and declared by the Crown to be, in default under the Contract, the Surety shall:
 - (a) if the work is not taken out of the Principal's hands, remedy the default of the Principal,
 - (b) if the work is taken out of the Principal's hands and the Crown directs the Surety to undertake the completion of the work, complete the work in accordance with the Contract provided that if a contract is entered into for the completion of the work,
 - (i) it shall be between the Surety and the completing contractor, and
 - (ii) the selection of such completing contractor shall be subject to the approval of the Crown,
 - (c) if the work is taken out of the Principal's hands and the Crown, after reasonable notice to the Surety, does not direct the Surety to undertake the completion of the work, assume the financial responsibility for the cost of completion in excess of the moneys available to the Crown under the Contract,
 - (d) be liable for and pay all the excess costs of completion of the Contract, and
 - (e) not be entitled to any Contract moneys earned by the Principal, up to the date of his default on the Contract and any holdbacks relating to such earned Contract moneys held by the Crown, and the liability of the Surety under this Bond shall remain unchanged provided, however, and without restricting the generality of the foregoing, upon the completion of the Contract to the satisfaction of the Crown, any Contract moneys earned by the Principal or holdbacks related thereto held by the Crown may be paid to the Surety by the Crown.
2. The Surety shall not be liable for a greater sum than the amount specified in this Bond.
3. No suit or action shall be instituted by the Crown herein against the Surety pursuant to these presents after the expiration of two (2) years from the date on which final payment under the Contract is payable.

IN TESTIMONY WHEREOF, the Principal has hereto set its hand and affixed its seal, and the Surety has caused these presents to be sealed with its corporate seal duly attested by the signature of its authorized signing authority, the day and year first above written.

SIGNED, SEALED AND DELIVERED in the presence of:

Principal

Witness

Surety

Note: Affix Corporate seal if applicable.



T4-A CERTIFICATION

The Contractor shall complete and submit this T4-A Certification within fourteen (14) calendar days of Notification of Contract award and within fourteen (14) calendar days immediately following any change to the information already provided under the Contract. Failure to provide this information or failure to provide the correct information shall result in a fundamental breach of the Contract.

1. The Contractor shall enter a [x] in one of the boxes below opposite the description that best describes its status.

- [] A business incorporated either federally or provincially;
[] An unincorporated business, either as a sole proprietor or a partnership; or
[] An individual.

Note: The information provided in Section 2 must correspond with that provided in Section 1.

Corporate or unincorporated business or individual's name: _____

Street Name or Box #: _____

City, Town or Village: _____

Province: _____

Postal Code: _____

2. Contractor shall complete Section 2(a) or 2(b) or 2(c), whichever is applicable to its situation.

(a) If incorporated:

Business Number (BN): _____, or
GST / HST Number: _____, or
T2 Corporation Tax Number (T2N): _____, whichever is applicable

(b) If unincorporated:

Social Insurance Number (SIN): _____, and
Business Number (BN): _____, or
GST / HST Number: _____, whichever is applicable

Note: The Unincorporated Business Name must be the same as the name associated with the Revenue Canada Business Number or the GST Number.

(c) If individual:

Social Insurance Number (SIN): _____, and
Business Number (BN): _____, or
GST / HST Number: _____, whichever is applicable

Note: The Individual's Name must be the same as the name associated with the Social Insurance Number.

3. WE HEREBY CERTIFY that I/We have examined the information provided above, including the legal name, address and Revenue Canada identifier (SIN, BN, GST / HST No., T2N), as applicable, and that it is correct and complete, and fully discloses my/our identification.

Contractor's signature Title of Signatory Date



CERTIFICATE OF INSURANCE

To be completed by the Insurer

CONTRACT						
Description and location of work					Contract No.	
					Project No.	
INSURER			BROKER			
Company name			Company name			
Unit/Suite/Apt.	Street number	Number suffix	Unit/Suite/Apt.	Street number	Number suffix	
Street name			Street name			
Street type	Street direction	PO Box or Route Number	Street type	Street direction	PO Box or Route Number	
Municipality (City, Town, etc.)			Municipality (City, Town, etc.)			
Province/State	Postal/ZIP code		Province/State	Postal/ZIP code		
INSURED			ADDITIONAL INSURED			
Contractor name			Her Majesty the Queen in right of Canada as represented by the Minister of Agriculture and Agri-Food Canada.			
Unit/Suite/Apt.	Street number	Number suffix				
Street name						
Street type	Street direction	PO Box or Route Number				
Municipality (City, Town, etc.)						
Province/State	Postal/ZIP code					
POLICY						
Scope of Policy	Number	Inception Date	Expiry Date	Limit of Liability		
				Per Occurance	General Aggregate Limit	Products / Completed Operations Aggregate Limit
Commercial General Liability						
Builder's Risk "All Risks"/ Installation Floater "All Risks"						
Automobile Insurance				(not less than \$1,000,000.00 inclusive per occurrence)		
Other (list)						
Each of these policies includes the coverages and provisions as specified in Insurance Terms and each policy has been endorsed to cover Her Majesty as an Additional Insured. The Insurer agrees to notify Her Majesty and the Named insured in writing thirty (30) days prior to any material change in, or cancellation of any policy or coverage.						
Name of Insurer's Officer or Authorized Employee			Telephone number		Ext.	
Signature			Date			