



A1. CONTRACT ADVISOR

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Request for Qualification (RQ)

A2. TITLE Mock-Up Perimeter Wall Construction for the High Commission of Canada in India, in New Delhi		
A3.SOLICITATION NUMBER 21-193563	A4.PROJECT NUMBER B-DELHI-307	A5. DATE October 15, 2021
<p>A6. RQ DOCUMENTS</p> <ol style="list-style-type: none"> 1. Request for Qualification (RQ) title page 2. Submission Requirements (Section “I”) 3. Background and Requirements Description (Section “II”) 4. Evaluation for Prequalification (Section “III”) 5. Appendix “A” – Proposal Template 6. Appendix “B” – Experience Certification <p>In the event of discrepancies, inconsistencies or ambiguities of the wording of these documents, the document that appears first on the above list shall prevail.</p>		
<p>A7. PROPOSAL DELIVERY</p> <p>In order for the proposal to be valid, it must be received no later than 14:00 Eastern Standard Time (EST) on November 5, 2021 referred to herein as the “Closing Date”.</p> <p>Electronic proposals must be sent only to the following email address: realproperty-contracts@international.gc.ca</p>		
<p>A10. ENQUIRIES</p> <p>All enquiries or issues concerning this RQ must be submitted in writing to the Contract Advisor no later than three (3) business days prior to the Closing Date and Time in order to allow sufficient time to provide a response.</p>		
<p>A11. LANGUAGE</p> <p>Proposals shall be submitted in English or French.</p>		
<p>A12. RESPONDENT’S CONFERENCE</p> <p>A Respondents’ conference will be held virtually on October 22, 2021. The conference will begin at 16:30 (local time in New Delhi, India). The scope of the requirement outlined in the RQ will be reviewed during the conference and questions will be answered. It is recommended that Respondents who intend to submit a proposal attend or send a representative.</p> <p>Respondents are requested to communicate with the Contract Advisor before the conference to confirm attendance. Respondents should provide, in writing, to the Contract Advisor, the name(s) of the person(s) who will be attending and a list of issues they wish to table no later than three (3) business days prior to the conference.</p> <p>Any clarifications or changes to the solicitation resulting from the Respondents' conference will be included as an amendment to the solicitation. Respondents who do not attend will not be precluded from submitting a proposal.</p>		

SECTION "I" – SUBMISSION REQUIREMENTS

- 1.1 Proposals must be received by the Department of Foreign Affairs, Trade and Development (DFATD) at the email address identified and by the date and time specified on page 1 of the solicitation.
- 1.2 Respondents should ensure that their name and the solicitation number is clearly referenced in the email subject line. It is the responsibility of the Respondent to confirm that their submission has been received on time and to the correct email address.
- 1.3 More than one (1) e-mail can be sent if necessary. If the same file is sent twice, the latest file received will be used for evaluation purposes and the previous one(s) will not be opened.
- 1.4 Her Majesty requests that Respondents provide their electronic proposals in Portable Document Format (.pdf) software application files or Microsoft office version 2003 or greater files.
- 1.5 Respondents should follow the specifications format instructions described below, during the preparation of their proposal:
 - Minimum type face of 10 points.
 - All material be formatted to print on 8.5" x 11" or A4 paper.
 - For clarity and comparative evaluation, the Respondent should respond using the same subject headings and numbering structure as in this RQ document.
- 1.6 Proposals may be modified or resubmitted only before the solicitation Closing Date and Time, and must be done in writing. The latest proposal received will supersede any previously received proposals.
- 1.7 Her Majesty will take no responsibility if a proposal is not received on time because the e-mail was refused by a server for the following reasons:
 - The size of attachments exceeds 10 MB.
 - The e-mail was rejected or put in quarantine because it contains executable code (including macros).
 - The e-mail was rejected or put in quarantine because it contains files that are not accepted by DFATD server, such as, but not limited to, .rar, encrypted .zip, encrypted .pdf, .exe., etc.
- 1.8 Links to an online storage service (such as Google Drive™, Dropbox™, etc.) or to another website, a File Transfer Protocol (FTP) service access, or any other mean of transferring files, will not be accepted. All documents submitted must be attached to the e-mail.
- 1.9 It is strongly recommended that Respondents confirm with the Contract Advisor that their complete proposal was received. For this same reason, it is recommended that in cases where more than one (1) e-mail containing documents comprising the proposal is submitted, the emails be numbered and the total number of emails sent in response to the solicitation also be identified.
- 1.10 Her Majesty requires that each proposal, at Closing Date and Time or upon request from the Contract Advisor, be signed by the Respondent or by an authorized representative of the Respondent. If any required signature(s) are not submitted as requested, the Contract Advisor may inform the Respondent of a time frame within which to provide the signature(s). Failure to comply with the request of the Contract Advisor and to provide the signature(s) within the time frame provided may render the proposal non-responsive.
- 1.11 It is the Respondent's responsibility to:

- obtain clarification of the requirements contained in the RQ, if necessary, before submitting a proposal;
 - prepare its proposal in accordance with the instructions contained in the RQ;
 - submit by Closing Date and Time a complete proposal;
 - send its proposal only to the email address specified on page 1 of the solicitation;
 - ensure that the Respondent's name, and the solicitation number are in the subject line of the email containing the proposal; and
 - provide a comprehensible and sufficiently detailed proposal, including all requested pricing details, that will permit a complete evaluation in accordance with the criteria set out in the RQ.
- 1.12 Unless specified otherwise in the RQ, Her Majesty will evaluate only the documentation provided with a Respondent's proposal. Her Majesty will not evaluate information such as references to Web site addresses where additional information can be found, or technical manuals or brochures not submitted with the proposal.
- 1.13 This RQ must not be construed as an invitation to submit a proposal to the RFP and no contract will be negotiated or awarded to any respondent. The Minister is under no obligation to issue a subsequent RFP and will not reimburse expenditures incurred by Respondents responding to this RQ.
- 1.14 The Minister reserves the right to modify the project requirement, in part or in full, as it deems necessary. The Minister also reserves the right to use the responses in the preparation of any subsequent solicitation or for any other reason.

SECTION "II" – BACKGROUND & REQUIREMENT DESCRIPTION**1. OBJECTIVES**

- 1.1. Her Majesty the Queen in right of Canada, represented by the Department of Foreign Affairs, Trade and Development (DFATD), is initiating a process to prequalify construction firms interested and capable of implementing a limited-scope, "proof of concept", perimeter wall mock-up at the High Commission of Canada (HCC) in New Delhi, India.
- 1.1. The objective of this Request for Qualification is to prequalify companies with the necessary knowledge, skills and experience in similar projects for participation in the subsequent Stage 2 – Request for Proposal (RFP).
- 1.2. The objective of the works to be completed upon award of Stage 2 – RFP is to explore a limited range of architectural and structural design options of an exterior perimeter wall for the HCC through the construction of a mock-up of the wall. Based on the post-construction evaluations of the mock-up wall, DFATD intends to issue a separate RFP for the works required for the full-scale wall at a later date.
- 1.3. Should there be an insufficient number of prequalified companies after Stage 1- RQ to permit a competition in Stage 2 – RFP , DFATD reserves the right (but will not be obligated) to cancel Stage 2 -RFP or to modify the requirements and re-publish the solicitation.
- 1.4. The assessment of the sufficiency of number of prequalified companies shall be at DFATD's sole and absolute discretion.

2. OUTLINE OF TASKS

- 2.1. Following the results of Stage 2 – RFP, should a contract be awarded, the Contractor will be required to demonstrate their knowledge, skills and experience to implement a full-scale exterior perimeter wall for the HCC in New Delhi, India. The specific requirements will be provided by DFATD in the Stage 2 - RFP. The Contractor will be required to perform all works while adhering to the laws and regulations of local authorities having jurisdiction in New Delhi, India.
- 2.2. The extent of work related to construction generally includes, but is not limited to the following: hoarding around the immediate construction zone; identification of underground utilities in the construction zone; excavation; cast-in-place concrete; precast concrete; masonry; metal fabrication; and integrated lighting and Closed-Circuit Television (CCTV).
- 2.3. The quality of construction for this project will be ensured by requiring strict adherence to technical construction drawings and specifications.

3. REQUIRED RESOURCES

- 3.1. As this is the first phase of a major construction project, a range of resources from various trades will be required for the implementation of this project. The Contractor will be responsible for ensuring they possess sufficient resources in terms of personnel and materials in order to construct the works in accordance with the technical drawings and specifications package (such as architectural, civil, mechanical, and electrical / CCTV), as well as for the management of the project during construction.
- 3.2. This construction project will also require access to the necessary tools and equipment, along with the required level of expertise in their use, to achieve quality construction. Other resources to ensure health and safety on site, cost management, time management, change management and quality control will be required.

4. PROPOSED SCHEDULE AND KEY MILESTONES

- 4.1. The dates below are estimates only to provide potential Contractors a general indication of the anticipated key milestone dates for this project. These time lines are subject to change at the sole discretion of DFATD.

RQ Stage 1 – Qualification

Issuance of Stage 1 – RQ	October 15, 2021
Closing of Stage 1 – RQ	November 5, 2021
Evaluation of Stage 1 – RQ submissions	November 19, 2021
Notification of results Stage 1 – RQ to Respondents	November 22, 2021

(Note: The following RQ Stage 2 will be by invitation only to firms qualified in RQ Stage 1.)

Stage 2 - RFP

Issuance of Stage 1 – RFP	November 30, 2021
Closing of Stage 1 – RFP	December 21, 2021
Evaluation of proposals	January 19, 2022
Award of construction contract	February 16, 2022
Mobilization for construction	February 17, 2022
Construction completion	June 7, 2022

5. RESPONSIBILITIES OF THE CONTRACTOR**5.1. General Responsibilities of the Contractor**

- 5.1.1.** Scope - The Contractor will be responsible for construction according to the full set of contract documents, including procuring any required permits for the transport and storage of materials, and for all materials and labour for construction.
- 5.1.2.** Sustainable Development - DFATD is committed to the principles of sustainable design and energy efficiency and encourages their incorporation in all its building projects. To this end, the selected Contractor will be expected to reflect these principles in all stages of the construction process.
- 5.1.3.** Special Operating Protocols - Given that the site of the mock-up to be constructed will be within the boundary of the main compound of the HCC, the Contractor that may be selected after Stage 2 - RFP will be required to adhere to strict requirements related to construction contracts in general as well as to specific security protocols necessitated by an operating HCC complex on a 24 hours x 7 days per week basis. There may also be other special requirements as defined by local authorities having jurisdiction during the construction process for areas outside the HCC compound that may be used for vehicular access to the HCC.
- 5.1.4.** The selected Contractor will be required to exercise logistical and operational efficiency during the construction process, including, but not limited to: scheduling, progress reporting, change management, submission of shop drawings and technical product information, participation in project meetings and site inspections, commissioning, rectification of deficiencies, and other tasks typical in construction projects.
- 5.1.5.** Contractor's Document Management - The Contractor will be responsible for setting up and maintaining its own comprehensive and orderly document management system during all stages of project delivery from shop drawing approvals, construction, change management process, commissioning, to project close-out and handover.
- 5.1.6.** On-Line Document Management - DFATD will use a previously selected on-line documentation system to facilitate collaboration between the various members of the project team. All project participants, including the selected Contractor will be expected to use DFATD's on-line document management system during the entire construction process.
- 5.1.7.** Health and Safety on site - The Contractor will be required to adhere to accepted international standards for the management of on-site health, safety, security, and environmental issues and will have primary responsibility for these issues. Within this context, the Contractor will be required to provide a plan for

DFATD approval that ensures compliance with all statutory requirements and provides for healthy and safe working conditions on the construction site. These on-site requirements will be strictly enforced by DFATD.

5.2. Specific Responsibilities of the Contractor

- 5.2.1. Construction** - The Contractor will be responsible for all aspects of the construction process including the procurement, transport, storage, handling and installation of materials and equipment, payment of all taxes, duties and surcharges, recruitment, deployment, management and accommodation of personnel.
- 5.2.2. Cost Control** – The Contractor will be required to maintain and present detailed valuations and related breakdowns of costs associated with progress billings through the entire construction process.
- 5.2.3. Schedule Control** – The Contractor will be required to provide regular schedule updates in industry standard formats as approved by DFATD through the entire construction process.
- 5.2.4. Quality Control** – In the interest of ensuring quality control, the Contractor will be required to follow DFATD's procedures during the entire construction process as related to the submission of shop drawings and product information, Request for Information (RFI); Request for Product Substitution; and the submission of mock-ups of selected building elements, as directed by DFATD.
- 5.2.5. Change Management** - The Contractor will be required to follow DFATD's change management procedures and keep detailed records for all proposed and approved changes to the construction contract using the on-line document management system outlined above.

6. ANTICIPATED PROJECT CONSTRAINTS

6.1. Operational Construction During Construction

- 6.1.1.** Given that the security-related aspects of the existing compound and the irrevocable condition that the HCC must continue to be fully and continuously operational during the entire construction period, the successful Contractor will be required to produce high quality work under logistically complex operating conditions. Within this context and in view of the HCC as an operating diplomatic mission, details regarding allowable working hours for the construction Contractor will be clarified during Stage 2 - RFP– Construction, which would be open only for firms prequalified through this (Stage 1 - RQ) selection process.
- 6.1.2.** The Contractor selected after Stage 2 – RFP will be required to configure the perimeter hoarding to contain the construction zone and manage all construction activities in a safe and efficient manner. For the same reason, the Contractor will be required to operate under other operational constraints related to the secure storage of materials on and around the site.
- 6.1.3.** The site to be selected for the mock-up will be located in a prominent location inside the HCC compound. As a consequence, the design details of the hoarding proposed to enclose the construction site must to be approved in advance by the Departmental Representative before installation

SECTION "III" – EVALUATION FOR QUALIFICATION

1. PROPOSAL

1.1 The evaluation will be based solely on the content of the responses and any correctly submitted amendment. No assumptions should be made that Her Majesty has any previous knowledge of the Respondent's qualifications other than that supplied pursuant to this RQ.

2. MANDATORY REQUIREMENTS FOR QUALIFICATION

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

2.2 Respondents must provide the below information in Appendix "A" – Respondent (or Joint Venture) Experience

Respondent Experience		
Criteria	Mandatory Requirement	Information Required
M1	<p>Respondents must submit three (3) exterior perimeter wall construction projects* for commercial or residential buildings that they have reached substantial completion on or after January 1, 2011, as General Contractor.</p> <p>At least one (1) exterior perimeter wall must have been constructed using concrete utilizing either:</p> <ul style="list-style-type: none"> • A reinforced concrete design (ie: The wall was constructed using a combination of concrete and steel rods/bars/mesh/etc.); or • A precast concrete design (ie: Elements of the wall were constructed using a prefabricated mold). <p>If more than three (3) projects are presented, only the first three (3) provided in the proposal will be evaluated.</p> <p>*Projects submitted in M1 will be subject to evaluation using the Point-Rated Criteria for Prequalification, as described in section 3.</p>	<p>Respondent must provide the following:</p> <ul style="list-style-type: none"> • Title of project; • Period of Work; <ul style="list-style-type: none"> ○ Start date (Month, year) and ○ End date (Month, year) • Brief description of the exterior perimeter wall constructed; • Description of reinforced or pre-cast concrete perimeter wall construction works; • A client reference for each project. References must include: Client name, telephone number, and e-mail address.

3. POINT-RATED REQUIREMENTS FOR QUALIFICATION (Maximum of 96 points)

Project Experience		
Criteria	Scoring	Description
PR1	N/A	<p>For the three (3) projects submitted in M1, the following additional details should be provided:</p> <ul style="list-style-type: none"> • Project value in CAD (Canadian dollars); • Project scope; and • Project logistics. <p>Points in PR1a - PR1c below, will be allocated for each project per the grid below.</p>
PR1a- Project	Maximum Points = 6 (2 points per project)	Project value meets or exceeds CAD \$350,000.00 = 2 points

SECTION "III"

BACKGROUND & REQUIREMENTS DESCRIPTION

Value		
PR1b- Project Scope	Maximum Points = 45 (15 points per project)	<p>I. Perimeter wall was required to meet certain aesthetic criteria as described by the client organization = 5 points Aesthetics may include: mixing concrete with colour, poured into a specific shape, detailing such as engraving, marking, or other specified design criteria.</p> <p>II. Perimeter wall was designed with the intention of deterring potential break-ins or criminal activity = 5 points</p> <p>III. Public or private sector client with a significant physical security requirement. Examples would be a bank, data centre, prison, airport, embassy, high commission, etc.= 5 points</p>
PR1c- Project Logistics	Maximum Points = 45 (15 points per project)	<p>The Respondent should submit a brief synopsis describing the level of effort dedicated to the completion of each of the three (3) projects submitted in M1. The synopsis should include the following details:</p> <p>I. Actions taken by the Respondent to manage risks associated with the project's logistical challenges (weather, coordination with building occupants, staffing issues, etc.);</p> <ul style="list-style-type: none"> • Identification of two (2) risks = 1 point per risk (Maximum of 2 points) • Solution provided to the client organization by the Respondent for the two risks identified above= 2 points per solution (Maximum of 4 points) • Successful outcome of each risk-management response = 2 points per successful outcome (Maximum of 4 points) <p>II. Description of reporting and de-briefing arrangements made with the client organization (ex: Scheduled reports, meetings, regular communications) = 5 points</p> <p>III. Description of how the Respondent managed the work volume within the client's prescribed time frame (ex: inclusion of a GANTT chart or similar project schedule with regular updates throughout the project's duration) = 5 points</p>

APPENDIX "A" - RESPONDENT

Project No.1		
Respondent's Legal Company Name:		
Title of project:	Project start date:	Project end date:
Brief description of exterior perimeter wall constructed:		
Design of exterior perimeter wall constructed utilized (check if applicable):		
<ul style="list-style-type: none"> ○ A reinforced concrete design (ie: The wall was constructed using a combination of concrete and steel rods/bars/mesh/ etc.); ○ A precast concrete design (ie: Elements of the wall were constructed using a prefabricated mold) 		
Client Reference Information		
Client Name:	Client's Telephone Number:	Client's E-mail address:
Point Rated Criterion		
PR1a – Project Value in Canadian Dollars:		
PR1b – Project Scope:		
<p>I. What aesthetic criteria was required to be met, as requested by the client? (See PR1b for details):</p>		
<p>II. Was the wall constructed with the intention of deterring potential break-ins or criminal activity?</p> <p>_____Yes _____No</p>		
<p>III. Did the client have a significant physical security requirement?</p> <p>_____Yes _____No</p>		
<p>IV. If the answer to III is 'yes', please provide a brief description of the client:</p>		
The Respondent should submit a brief synopsis describing the level of effort dedicated to the completion of each of the three (3) projects submitted in M1. The synopsis should include the following details:		
<p>I. Actions taken by the Respondent to manage risks associated with the project's logistical challenges (weather, coordination with building occupants, staffing issues, etc.);</p> <ul style="list-style-type: none"> • Identify two (2) risks: <ul style="list-style-type: none"> Risk 1. Risk 2. • Solution provided to the client organization by the Respondent for the risks identified above <ul style="list-style-type: none"> Solution to Risk 1. 		

Solution to Risk 2.

- Indication there was a successful outcome of each risk-management response

Successful Outcome of Solution utilized for Risk 1: ___Yes ___No

Successful Outcome of Solution utilized for Risk 2: ___Yes ___No

II. Please provide a description of reporting and de-briefing arrangements made with the client organization

III. Please provide a description of how the Respondent managed the work volume within the client's prescribed time frame (ex: inclusion of a GANTT chart or similar project schedule with regular updates throughout the project's duration)

APPENDIX "B" - EXPERIENCE CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The information provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if information is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's information. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

Failure to include the signed Experience Certification with the submission by executing the signature block immediately following this paragraph will render the submission non-responsive.

Legal Operating name of the Respondent:	
Contact information for Respondent's Representative	Name:
	Telephone Number:
	E-mail address:

Signature:

Date:
