



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving PWGSC/TPSGC reception des
soumissions

Victory Building/Édifice Victory

Room 310/pièce 310

269 Main Street/269 rue Main

Winnipeg

Manitoba

R3C 1B3

Bid Fax: (418) 566-6167

INVITATION TO TENDER

APPEL D'OFFRES

**Tender To: Public Works and Government Services
Canada**

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

Soumission aux: Travaux Publics et Services Gouvernementaux Canada

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works and Government Services Canada -
Western Region

Victory Building/Édifice Victory

Room 310/pièce 310

269 Main Street/269 rue Main

Winnipeg

Manitoba

R3C 1B3

Title - Sujet CSC Drumheller Insttute Fire Alarm Drumheller, Alberta, CSC Drumheller Institution, Fire Alarm Upgrade	
Solicitation No. - N° de l'invitation EP922-230914/A	Date 2022-09-22
Client Reference No. - N° de référence du client CSC - EP922-230914	GETS Ref. No. - N° de réf. de SEAG PW-\$PWZ-202-11373
File No. - N° de dossier PWZ-2-45017 (202)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Central Daylight Saving Time CDT on - le 2022-10-11 Heure Avancée du Centre HAC	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Thompson, Valerie	Buyer Id - Id de l'acheteur pwz202
Telephone No. - N° de téléphone (204) 509-0349 ()	FAX No. - N° de FAX (418) 566-6167
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA FACILITIES B DRUMHELLER INSTITUTION DRUMHELLER Alberta T0J0Y0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée See Herein – Voir ci-inclus	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

INVITATION TO QUALIFY

IMPORTANT NOTICE

TWO PHASE SELECTION PROCESS

This is the first phase (Phase One) of a two-phase process: the first phase will evaluate the qualifications of all interested suppliers; the second phase (Phase Two) will invite the qualified suppliers to provide a financial bid on the project based on the specifications and drawings. The qualification list will expire within 120 days or upon award of a contract in Phase Two, whichever is earlier, and the prequalification list will not be used in any other solicitation.

LIST OF INTERESTED SUPPLIERS (LIS):

During the first Phase of the solicitation all bidders/suppliers/sub-contractors are encouraged to self-identify their interest in a specific tender notice through the List of Interested Suppliers (LIS), which we have provided step by step instruction below. By registering on the LIS this enables suppliers and sub-contractors to identify who may be bidding on a project or for bidders to see suppliers and sub-contractors who may be interested in providing a quote. Once the tender closing date has passed, the LIS is closed but will still remain visible for reference. The LIS will no longer be visible when the tender notice is archived (i.e. the tender is cancelled or awarded).

Follow these steps to add your name to the List of Interested Suppliers

1. Go to the tender opportunity, that you are interested in becoming a supplier for, on [Homepage | CanadaBuys](#).
2. Click on the tender opportunity of interest. Under "find out who is interested in this tender" click the link that is listed below "access the list of interested suppliers for this tender"
3. Click on the link under "Become an interested supplier".
4. Provide the following mandatory contact information in the form:
 - Name
 - Title
 - Company Name
 - Email (this will be verified as active)Submit the completed online form.
5. A confirmation email will be sent immediately to your email address asking you to confirm your interest in joining the LIS. **Note:** You must conserve this confirmation email as it contains information that will allow you to remove your business contact information from an active LIS at a later date.

DEBRIEFING:

Should a supplier desire a debriefing, the supplier should contact the person identified as the Contracting Authority below within 15 working days of the notification of the results of the qualification process. The confidentiality of information relating to other submissions will be protected. The debriefing may be provided in writing, by telephone or in person.

LIST OF QUALIFIED Suppliers:

A list of qualified suppliers from Phase One will be released in Phase Two to all qualified suppliers at time of solicitation. Contract award notice of the successful bidder of Phase Two will be posted on [Homepage | CanadaBuys](#).

INSTRUCTIONS TO SUPPLIERS

1. TWO PHASE SELECTION PROCESS

Suppliers responding to this selection process are requested to submit in two phases. Phase One qualification covers only the qualifications and experience of the supplier. Following the evaluation of the submissions, suppliers will be advised of their qualification result and the status of the Phase Two tender. Phase Two suppliers will be provided an Invitation to Tender (ITT) for the financial evaluation in relation to the specifications and drawings.

Documents may be submitted in either official language of Canada.

2. ENQUIRIES:

All enquiries are to be submitted to the Contracting Authority:

Name: Valerie Thompson

Telephone: (204) 509-0349

Email: valerie.thompson@pwgsc-tpsgc.gc.ca

Enquiries are to be made in writing and should be received no less than seven (7) working days prior to the closing date to allow sufficient time to respond.

3. SUBMISSION OF QUALIFICATIONS

Qualifications must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1:

3.1 Canada Post Corporation's (CPC) Connect service

PWGSC Western Region Bid Receiving Unit

Suppliers are strongly encouraged to submit qualifications electronically using the Canada Post Corporation's (CPC) Connect Service application for the subject bid solicitation. The supplier must send an email requesting to open a CPC Connect conversation to the following address:

roreceptionSoumissions.wrbidreceiving@tpsgc-pwgsc.gc.ca

Note: Submissions will not be accepted if emailed directly to this email address. This email address is to be used to open a CPC Connect conversation or to send bids through a CPC Connect message if the supplier is using its own licensing agreement for CPC Connect.

It is the supplier's responsibility to ensure the request for opening an CPC Connect conversation is sent to the email address above.

- a. To submit a bid using CPC Connect service, the Bidder must either:
 - i. send directly its bid only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for CPC Connect provided by Canada Post Corporation; or
 - ii. send as early as possible, and in any case, at least six business days prior to the solicitation closing date and time, (in order to ensure a response), an email that includes the bid solicitation number to the specified PWGSC Bid Receiving Unit requesting to open an CPC Connect conversation. Requests to open a CPC Connect conversation received after that time may not be answered.

- b. If the Bidder sends an email requesting CPC Connect service to the specified Bid Receiving Unit in the bid solicitation, an officer of the Bid Receiving Unit will then initiate a CPC Connect conversation. The CPC Connect conversation will create an email notification from Canada Post Corporation prompting the Bidder to access and action the message within the conversation. The Bidder will then be able to transmit its bid afterward at any time prior to the solicitation closing date and time.
- c. If the Bidder is using its own licensing agreement to send its bid, the Bidder must keep the CPC Connect conversation open until at least thirty (30) business days after the solicitation closing date and time.
- d. The bid solicitation number should be identified in the CPC Connect message field of all electronic transfers.
- e. It should be noted that the use of CPC Connect service requires a Canadian mailing address. Should a bidder not have a Canadian mailing address, they may use the Bid Receiving Unit address specified in the solicitation in order to register for the CPC Connect service.
- f. For bids transmitted by CPC Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:
 - i. receipt of a garbled, corrupted or incomplete bid;
 - ii. availability or condition of the CPC Connect service;
 - iii. incompatibility between the sending and receiving equipment;
 - iv. delay in transmission or receipt of the bid;
 - v. failure of the Bidder to properly identify the bid;
 - vi. illegibility of the bid;
 - vii. security of bid data; or,
 - viii. inability to create an electronic conversation through the CPC Connect service.
- g. The Bid Receiving Unit will send an acknowledgement of the receipt of bid document(s) via the CPC Connect conversation, regardless of whether the conversation was initiated by the supplier using its own license or the Bid Receiving Unit. This acknowledgement will confirm only the receipt of bid document(s) and will not confirm if the attachments may be opened nor if the content is readable.
- h. Bidders must ensure that they are using the correct email address for the Bid Receiving Unit when initiating a conversation in CPC Connect or communicating with the Bid Receiving Unit and should not rely on the accuracy of copying and pasting the email address into the CPC Connect system.
- i. A bid transmitted by CPC Connect service constitutes the formal bid of the Bidder.

3.2 Facsimile

- a. Proposals may be submitted by facsimile.

The only acceptable facsimile number for responses to bid solicitations issued by this PWGSC regional office is:

Bid Fax: 1-418-566-6167

- b. For proposals transmitted by facsimile, Canada will not be responsible for any failure attributable to the transmission or receipt of the faxed proposal including, but not limited to, the following:
 - i. receipt of garbled, corrupted or incomplete proposal;
 - ii. availability or condition of the receiving facsimile equipment;
 - iii. incompatibility between the sending and receiving equipment;
 - iv. delay in transmission or receipt of the proposal;
 - v. failure of the Proponent to properly identify the proposal;
 - vi. illegibility of the proposal; or
 - vii. security of proposal data.

- c. A proposal transmitted by facsimile constitutes the formal proposal of the Proponent and must be submitted in accordance with [section G16.1](#).

3.3 Hard copy (submitted in person or via mail/courier) submissions will be accepted.

4. SITE VISIT

There will be an optional site visit scheduled during Phase 2 for the bidders that qualified in Phase 1

5. SUPPLIER'S CONTACT INFORMATION

Legal Name: _____

Operating Name (if any): _____

Address: _____

Telephone: _____ Fax: _____ PBN: _____

E-mail address: _____

PHASE ONE QUALIFICATION FORM

PROJECT DESCRIPTION:

- The project work will comprise of demolition and removal of Building 4 (Residence, approximately 111 m²) and Building 26 (Public Restroom, approximately 75 m²) at AAFC's Indian Head Research Farm, near Indian Head, Saskatchewan.
- Both buildings were constructed over 90 years ago, and are deemed to be in poor condition.
- All utilities connected to these buildings are to be disconnected and terminated in accordance with regulations.
- This project aims to meet the Federal Sustainable Development Strategy target of diverting at least 90% (by weight) of all construction and demolition waste from landfills. Efforts must be made to divert materials from landfill by means of 5Rs (refuse, reduce, reuse, recycle and recover) prior to initiating the project.
- A Hazardous Building Material Survey was conducted and hazardous materials were identified and must be disposed of in accordance with regulations and project documents.
- Each building is anticipated to take a 2 to 3 weeks for demolition.

CONDITIONS TO QUALIFY:

At Phase One closing, the supplier must:

- a) comply with the following Mandatory Requirements; and
- b) provide the necessary documentation to support compliance.

Mandatory Requirements:

M1: Suppliers must provide two (2) reference projects undertaken by the supplier within the last 5 years relating to demolition construction. The supplier is requested to use the below table to provide the response.

Failure by the supplier to provide the required documentation in Phase One will result in the supplier being disqualified and no further consideration will be given to the supplier and the submission will be deemed non-responsive.

BASIS OF QUALIFICATION:

A qualification submission must comply with the mandatory requirements to be declared responsive in Phase One.

#	Mandatory Requirements	MET (Yes/No)
M1	Suppliers must provide two (2) reference projects undertaken by the supplier within the last 5 years relative to the upgrade of fire alarm systems. The supplier is requested to use the below table to provide the response.	

