



**RETURN BIDS TO:
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Bid Receiving/Réception des soumissions

Procurement Hub | Centre
d'approvisionnement
Fisheries and Oceans Canada | Pêches et
Océans Canada

Email / Courriel : [DFOtenders-
soumissionsMPO@dfo-mpo.gc.ca](mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca)

**REQUEST FOR QUALIFICATIONS /
DEMANDE DE QUALIFICATION**

Comments: - Commentaires :

Title / Titre Harbour Cleanup Parson's Pond, NL		Date October 4, 2022
Solicitation No. / N° de l'invitation 30003512		
Client Reference No. / No. de référence du client(e) 30003512		
Solicitation Closes / L'invitation prend fin At / à : 14 :00 ADT (Atlantic Daylight Time) / HAA (Heure Avancée de l'Atlantique) On / le : October 18, 2022		
F.O.B. / F.A.B. Destination	Taxes See herein — Voir ci-inclus	Duty / Droits See herein — Voir ci-inclus
Destination of Goods and Services / Destinations des biens et services See herein — Voir ci-inclus		
Instructions See herein — Voir ci-inclus		
Address Inquiries to : / Adresser toute demande de renseignements à : Emmanuelle Porter Email / Courriel: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca		
Vendor Name, Address and Representative / Nom du vendeur, adresse et représentant du fournisseur/de l'entrepreneur		
Telephone No. / No. de téléphone	Facsimile No. / No. de télécopieur	
Name and title of person authorized to sign on behalf of Vendor (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (taper ou écrire en caractères d'imprimerie)		
Signature	Date	



IMPORTANT NOTICE TO BIDDERS

TWO PHASE SELECTION PROCESS

This is the first phase (Phase 1) of a two-phase competition: the first phase will evaluate the qualifications of all bidders; second phase (Phase 2) will invite the qualified bidders to provide a financial bid on the project based on the specifications and drawings. Upon award of contract in Phase Two the pre-qualification list will be terminated, no additional contracts will be awarded.

DEBRIEFING

Should a bidder desire a debriefing, the bidder should contact the person identified on the front page of the Request for Qualifications within 15 working days of the notification of the results of the solicitation. The debriefing will include an outline of the strengths and weaknesses of the submission, referring to the evaluation criteria. 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 PRE-QUALIFIED BIDDERS

A list of pre-qualified bidders from Phase 1 will not be released. Contract award notice of the successful bidder of Phase Two will be posted on buyandsell.gc.ca



INSTRUCTIONS TO BIDDERS

1. This is a two phase selection process. Bidders responding to this selection process are requested to submit a bid in two phases. Phase 1 bid covers only the qualifications and experience of the Bidder. Following the evaluation of the submissions, Bidders will be advised of their standings. Pre-Qualified Bidder(s) will advance to Phase Two. Bidders will be sent via email an Invitation to Tender (ITT) including the specification and drawings for the financial evaluation in relation to the requirement.

2. **ENQUIRIES:** All enquiries are to be submitted in writing to the Contracting Authority at DFOtenders-soumissionsMPO@dfo-mpo.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. **Qualification Submittal** - Appendix 2 – Phase 1 Qualification Form must be submitted **ONLY** to the Fisheries and Oceans Canada by the date, time and place indicated on page 1 of the Request for Qualifications. Fisheries and Oceans Canada will not assume responsibility for submissions directed to any other location.

The maximum size per email (including attachments) is limited to 10MB. If the limit is exceeded, your email might not be received by Fisheries and Oceans Canada. It is suggested that you compress the email size to ensure delivery. Bidders are responsible to send their proposal and to allow enough time for Fisheries and Oceans Canada to receive the proposal by the closing period indicated in the Phase 1 – Request for Qualifications. Emails with links to bid documents will **not** be accepted.

For bids transmitted by email, Fisheries and Oceans Canada will not be responsible for any failure attributable to the transmission or receipt of the email bid.

Bids transmitted by facsimile to Fisheries and Oceans Canada will not be accepted.

4. Appendix 2 – Phase 1 Qualification Form, **front page of the Request for Qualifications** and any required associated document(s) shall be submitted by email as a pdf attachment with the following information clearly typed in the subject line:

- Phase 1 Qualification Form; and
- Solicitation Number.

Any clarifications or changes to the Phase 1 – Request for Qualifications will result in an addendum being posted on the buy and sell will be included as an amendment to the Request for Qualifications to the bid solicitation



APPENDIX 1 - DESCRIPTION OF PROJECT – STATEMENT OF WORK

The work consists of the furnishing of all plant, labour, equipment and material for harbour cleanup at Parson's Pond, NL, in strict accordance with specifications and accompanying drawings and subject to all terms and conditions of the Contract. Note that the Contractor must incorporate COVID-19 standardized protocols in their site specific Health and Safety Plan.

In general, work under this contract will consist of, but will not necessarily be limited to, the following:

1. Removal of approximately 19,000m³ of existing granular fill materials including excavation, transportation and disposal at the location as outlined on the accompanying drawings.
2. Build up of berm at the outside edge of the existing stockpile Number 1 as indicated on the drawings.
3. After granular fill material has been transported and placed at the designated dumpsite as indicated on the drawings, the contractor is to level the stockpiles as shown on the accompanying drawings.
4. The gravel access road from Route 430 to the dumpsite is to be left in as good or better condition that prior to use.
5. All as indicated on accompanying drawings and specifications hereto.

Before submitting a bid, it is recommended that bidders visit the site and its surroundings to review and verify the form, nature and extent of the work, materials needed for the completion of the work, the means of access to the site, severity, exposure and uncertainty of weather, soil conditions, any accommodations they may require, and in general shall obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid or costs to do the work. No allowance shall be made subsequently in this connection on account of error or negligence to properly observe and determine the conditions that will apply.

The Contractor must perform and complete the Work within (10) weeks from the date of notification of acceptance of the offer.



APPENDIX 2 – PHASE 1 QUALIFICATION FORM

The Contractor's Representative for the Contract is:

Name: _____
 Title: _____
 Organization: _____
 Address: _____

 Telephone: _____
 Facsimile: _____
 E-mail address: _____

Bidder Instructions: The Bidder is requested to respond to the Phase 1 Evaluation Criteria using the table below.

MANDATORY REQUIREMENTS

At Phase 1 bid closing time, the Bidder must:

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

Phase 1 – Qualification Form mandatory requirements, as described below, all mandatories **MUST** be included with the bidder's submission at time of bid closing. Failure by the bidder to provide the required evidence will result in the bidder being disqualified and no further consideration will be given to the bidder and the submission will be deemed non responsive.

Proposals will be evaluated in accordance with the mandatory evaluation criteria as detailed herein. Bidders' Proposals must clearly demonstrate that they meet all Mandatory Requirements for the proposal to be considered for further evaluation. Proposals not meeting the mandatory criteria will be excluded from further consideration.

No.	Mandatory Criteria	Meets Criteria (✓)
M1	Suppliers must provide two (2) reference projects undertaken by the supplier within the last five (5) years relating to marine construction. Supplier to provide: <ul style="list-style-type: none"> - Project Title - Project Location - Project start and end date (month and year) - Brief description of the project (i.e.: cost and scope) - Verifier's contact information (i.e.: name, email, phone number) 	



Mandatory 1:	
Project Start Date(YYYY/MM/DD):	Project 100% Completion Date(YYYY/MM/DD):
Project Location:	
Project Title:	
Was this project 100% completed in the past 5 years? _____ Yes or _____ No	
Was this project a **commercial construction project? _____ Yes or _____ No	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)	



APPENDIX 3 - BID SUBMISSION CHECK LIST

Submission of Bid:

- Front page of the Request for Qualifications:** completed and signed
- Appendix 2 – Phase One Qualification Form:** completed

To be submitted by the date, time and place indicated on page 1 of the bid solicitation.