



**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)
CC : Fortuna.Dorgbetor@dfo-mpo.gc.ca

**REQUEST FOR QUALIFICATIONS /
DEMANDE DE QUALIFICATION**

Title / Titre Guy Replacement and Diagonal Reinforcement on 59.4 m VHF Tower		Date November 28, 2022
Solicitation No. / N° de l'invitation 30002095		
Client Reference No. / No. de référence du client(e) 30002095		
Solicitation Closes / L'invitation prend fin At / à : 2 :00 PM EST (Eastern Standard Time / HNE (Heure Normale de l'Est) On / le : December 13, 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 : Fortuna Sophia Dorgbetor, Senior Contracting Officer Email / Courriel: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca & CC: Fortuna.Dorgbetor@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 and C.c: Fortuna.Dorgbetor@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. The first page of all addendum(s) that have been duly signed/initialed verifying proof of receipt or written acknowledgement of receipt of addendum(s) should be submitted with the bid but may be submitted afterwards. If any addendum(s) are not acknowledged as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the documentation within the time frame specified will render the bid non-responsive.



APPENDIX 1 - DESCRIPTION OF PROJECT – STATEMENT OF WORK

The Canadian Coast Guard operates a radio communications facility at Cape North, Nova Scotia. The site is located in a remote area at the northern tip of Cape Breton Island. The site is accessible with four wheel drive, high clearance vehicles during spring, summer and fall. During the winter the site is only accessible by snowmobile or helicopter. The site is notable for deep snow accumulation.

The guyed 59.4 meter high VHF tower at the site has a triangular cross section, a face width of 140 centimeters, and 3 levels of 1-1/8 inch diameter guys. It requires the following maintenance work to be performed according to the Technical Specifications:

1. Complete replacement of all guy assemblies. All components between the tower and the anchors shall be replaced. Temporary guys are required during the replacement work.
2. Reinforcement or replacement of diagonals on 10 panels per tower face.

The contractor is responsible for supplying all labour, materials and equipment to carry out the work to the full extent of the specifications and drawings. This includes snow clearing, if necessary, to maintain site access.

Location of Work:

Cape North, Nova Scotia

Latitude: 47° 00' 38.0" North

Longitude: 60° 25' 40.7" West



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.

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	<p>The Bidder must have at least 60 months (5 years) experience in communications tower construction or maintenance. The bidder MUST demonstrate guy replacement experience by providing a detailed description of two (2) previously completed communications tower guy replacement projects together with references within the past 5 years.</p> <p>Each project MUST have the following information:</p> <ol style="list-style-type: none"> 1. The name of the client organization (to whom the services were provided) 2. The name, title, telephone number and email address of Project Authority; (for validation purposes) 3. Description of the communications tower, the number, size and length of guys replaced, and scope of services provided to replace the guys. 4. Dates and duration of the project (indicating the years and months of the start and end dates of the work). <p>*The project examples must be a maximum of 2 pages per project. The bidders will demonstrate their experience through the project examples by identifying the project titles, project's location, the project's scope of work, demonstrate how the schedule was successfully followed and any challenges that were encountered and overcome during the course of work.</p>	



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
- Front page of Addendum(s) (if applicable):** signed or initialed

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