



RETURN BIDS TO:

Bid Receiving
Procurement Hub
Fisheries and Oceans Canada

Email:

DFOtenders-soumissionsMPO@dfo-mpo.gc.ca

REQUEST FOR QUALIFICATIONS

Comments: - Commentaires :

Title Wharf Repairs – Carmanville, NL		Date 17 January, 2023
Solicitation No. 30003701		
Client Reference No. 30003701		
Solicitation Closes At: 14h00 AST On: 1 February, 2023		
F.O.B. Destination	Taxes See herein	Duty See herein
Destination of Goods and Services See herein		
Instructions See herein — Voir ci-inclus		
Address Inquiries to : Kimberly Martin A/Senior Contracting Officer Email : DFOtenders-soumissionsMPO@dfo-mpo.gc.ca		
Vendor Name, Address and Representative		
Telephone No.	Facsimile No.	
Name and title of person authorized to sign on behalf of Vendor (type or print)		
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 or by telephone.

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 scope for this project consists of construction activities to complete a repair to the existing wharf and to restore the structural integrity to the infrastructure. In general, the Work will consist demolition and removal of an approximately 6.1m long by 9.1m wide section of creosote timber cribwork, and all associated components. Reinstatement of new timber cribwork, including reinforced concrete deck, and all associated components. All work to be completed as per the associated project drawings and specifications.

The Contractor must perform and complete the Work by 30 April, 2023.



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.

Mandatory Criteria 1:

Suppliers must provide two (2) reference projects undertaken by the supplier within the last 5 years relating to Marine construction. Supplier to provide:

- 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)



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.