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Bid Receiving/Réception des soumissions

Procurement Hub | Centre
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Fisheries and Oceans Canada | Pêches et
Océans Canada

Email / Courriel : DFOtenders-soumissionsMPO@dfo-mpo.gc.ca & **C.c.**:
Fortuna.Dorgbetor@dfo-mpo.gc.ca

**REQUEST FOR QUALIFICATIONS /
DEMANDE DE QUALIFICATION**

Comments: - Commentaires :

Title / Titre Coppermine Point Helicopter Pad And Tower Replacement in Algoma, ON		Date January 20, 2023
Solicitation No. / N° de l'invitation 30003514		
Client Reference No. / No. de référence du client(e) 30003514		
Solicitation Closes / L'invitation prend fin At / à : 2 :00PM EST (Eastern Standard Time / HNE (Heure Normale de l'Est) On / le : February 7, 2023		
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, Email / Courriel: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca & C.c.: 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.

Enquiries are to be made in writing and should be received no less than **five (5)** 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

Work under this Contract includes but is not limited to the provision of all labor, materials, and equipment required to:

- Mobilize to site with a barge/vessel of appropriate size and certification based on contractors assessment of the site. CCG Helicopter may be available for use if it is deemed more appropriate. Schedule of CCG Helicopter is subject to change and cannot be guaranteed.
- Transport and install one [1] new CCG supplied metal towers as per CCG provided design in Appendix B3;
- Salvage and transport existing tower complete with all appurtenances;
- Demolish and dispose of existing foundation
- Install new concrete foundation as per CCG provided drawings in Appendix B3;
- Install one [1] new 18' x 18' wood helipad as per CCG provided design in Appendix B3;
 - o It is assumed that two [2] levels will be required based on best estimate of existing ground slope. Contractor is to confirm on site and adjust as necessary.
- Demobilize.

The Contractor must perform and complete the Work by *July 28, 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.

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 successfully completed two (2) Commercial Construction project in the past 5 years. Bidder to provide</p> <ul style="list-style-type: none"> • Project Title • Project Location • Project start and end date (month and year) • Project description; <p>**Commercial construction is defined as any construction of an exclusively non-residential nature, where the final purpose of the structure is for either: a) commerce - whether public or private; or b) ***service – whether public or private; or</p> <p>***Service is defined as a system, program or method satisfying a public or private need, and which complies with the definition of commercial construction above.</p>	



	Commercial construction includes all structures sub-defined under the definition of an institutional structure.	
M2	<p>The Bidder must provide proof of the following vessel related documentation:</p> <ul style="list-style-type: none">a) Proof of vessel registration number as a commercial vessel in accordance with the Canada Shipping Act 2001. Either of the two registrations will be accepted:<ul style="list-style-type: none">- Proof of commercial vessel registration in the Small Vessel Register (SVR), if less than 15 Gross Tons; or- Proof of commercial vessel registration in the Canadian Register of Vessels (CRV), if more than 15 Gross Tons.- NOTE: Pleasure Craft are not acceptable for the performance of this work, it must be a commercially registered vessel.b) Copies of the crew certification that will be operating the vessel. Crewing and certification of crew shall be in accordance with the Marine Personnel Regulations, latest edition.c) Photographs of the vessel with the registration number shown	



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.