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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](mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca) & C.c.:
Fortuna.Dorgbetor@dfo-mpo.gc.ca

**REQUEST FOR QUALIFICATIONS /
DEMANDE DE QUALIFICATION**

Comments: - Commentaires :

Title / Titre Emergency Backup Generator Replacement Canadian Coast Guard Base Parry Sound, ON		Date January 24, 2023
Solicitation No. / N° de l'invitation 30003682		
Client Reference No. / No. de référence du client(e) 30003682		
Solicitation Closes / L'invitation prend fin At / à : 14h00 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, Senior contracting Officer 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

1.1 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.

1.2 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.

1.3 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

2.0 Scope

2.1 Objective

DFO wishes to engage a contractor to remove the existing backup generator and install the new emergency backup generator which encompasses mechanical, electrical and civil/structural coordination.

2.2 Background

Fisheries and Oceans Canada currently operates the a Canadian Coast Guard base at Parry Sound, Ontario located at 28 Waubeeek Street (45°20'40.75"N, 80° 2'34.34"W) as shown on Figure 1 below.

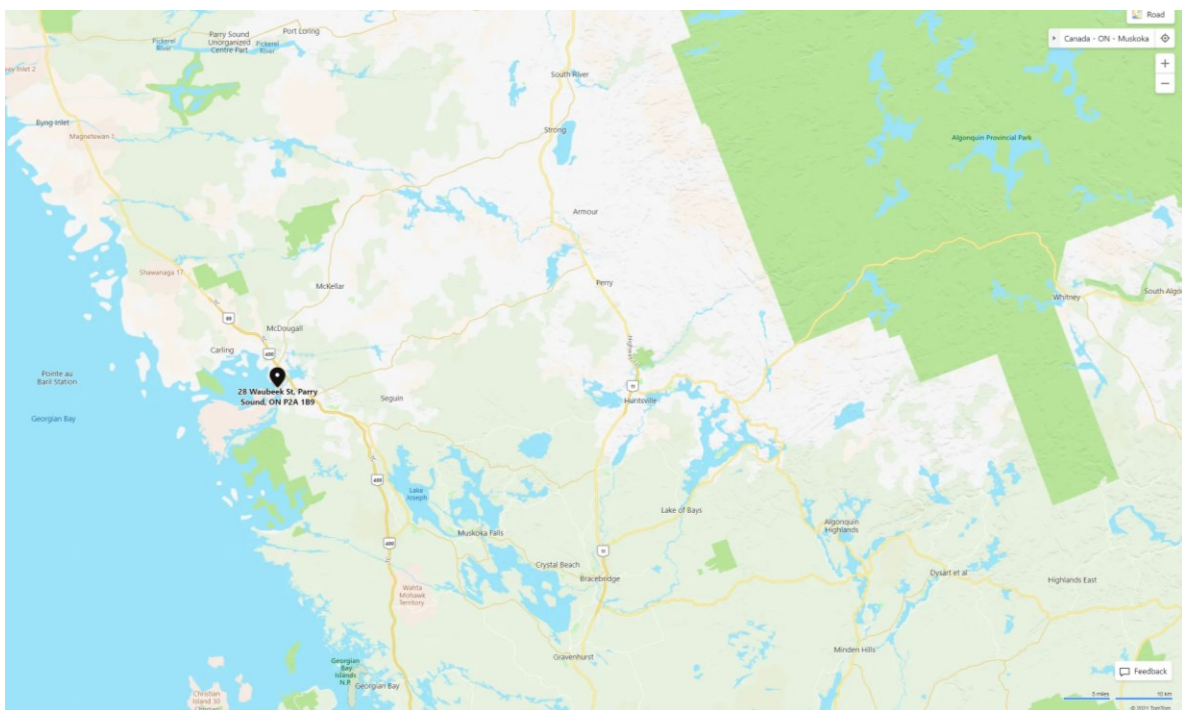


Figure 1: CCG Base, Parry Sound ON (Image – Bing 2021)



Figure 2: CCG Base, Parry Sound ON (Image – Bing 2021)

3.0 Requirements

At the CCG Parry Sound Base we have a requirement to replace the existing 250 kW diesel backup generator that was installed in the mid 1980's which is beyond its service life with a new generator (diesel) appropriately sized to provide backup power to the base.

The Contractor must remove and replace the existing generator with a new generator (purchased and on-site). The existing generator is comprised of a diesel fueled generator while the new generator is to a natural gas powered 200 kW Cummins generator which has been purchased and is on-site at the Parry Sound CCG Base.

The project has been generalized to the following components:

- The Contractor must disconnect and remove existing generator (to be left on-site);
- Structural modification of existing generator pad;
- Mechanical exhaust and piping work;
- Electrical connections; and
- All temporary work to support above requirements

Currently the emergency power is being provided by a standalone backup unit as the existing generator in the generator room is inoperable. There is a requirement to maintain this until the new generator is operable.

The Contractor must perform and complete the Work 6 weeks after award notice.



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.

3.1 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	The Bidder must have at least five (5) years (60 months) experience in Commercial Construction with mechanical, electrical and civil/structural expertise. The bidder must prove experience by providing a summary (maximum one page) of qualification in the proposal indicating level of commercial construction experience.	
M2	<p>The Bidder must have experience in Commercial Construction with mechanical, electrical and civil/structural expertise. Bidder to outline experience by providing three (3) completed Commercial Construction projects within the past 5 years which shows experience with mechanical, electrical and civil/structural experience.</p> <p>Bidder to provide</p> <ul style="list-style-type: none">• Project Title• Project Location• Project start and end date (month and year);	



	*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.	
M3	The Bidder must provide a WCB Clearance Letter	



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.