



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À :**

Bid Receiving/Réception des soumissions

Procurement Hub | Centre  
d'approvisionnement  
Fisheries and Oceans Canada | Pêches et  
Océans Canada  
301 Bishop Dr  
Fredericton, NB,  
E3C2M6

**Email / Courriel :**

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

**REQUEST FOR QUALIFICATIONS /  
DEMANDE DE QUALIFICATION**

Comments: - Commentaires :

<b>Title / Titre</b> Wharf Reconstruction, Upper Whitehead, NS		<b>Date</b> 27 January, 2023
<b>Solicitation No. / N° de l'invitation</b> 30003935		
<b>Client Reference No. / No. de référence du client(e)</b> 30003935		
<b>Solicitation Closes / L'invitation prend fin</b> <b>At / à :</b> 14h00 AST <b>On / le :</b> 13 February, 2023		
<b>F.O.B. / F.A.B.</b> Destination	<b>Taxes</b> See herein — Voir ci-inclus	<b>Duty / Droits</b> See herein — Voir ci-inclus
<b>Destination of Goods and Services / Destinations des biens et services</b> See herein — Voir ci-inclus		
<b>Instructions</b> See herein — Voir ci-inclus		
<b>Address Inquiries to : / Adresser toute demande de renseignements à :</b> Kimberly Martin, A/Senior Contracting Officer <b>Email / Courriel:</b> <a href="mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca">DFOtenders-soumissionsMPO@dfo-mpo.gc.ca</a>		
<b>Vendor Name, Address and Representative / Nom du vendeur, adresse et représentant du fournisseur/de l'entrepreneur</b>		
<b>Telephone No. / No. de téléphone</b>	<b>Facsimile No. / No. de télécopieur</b>	
<b>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)</b>		
<b>Signature</b>	<b>Date</b>	



## **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](http://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](mailto: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

1. The removal, transportation and disposal of the existing timber components of Structure 401, as shown on the drawings, including wheel guards, decking, pile cap beams, sheathing, fenders, fender piles, wales and bracing complete with all related hardware and fasteners.
2. The removal of the timber end wheel guard and crib filler face timbers of Structure 403 as indicated on the drawings.
3. The removal of the tops of the existing creosoted timber piles designated to remain in the work.
4. Infilling of voids in the existing piles with repair mortar and installation of steel banding.
5. The removal of seven (7) existing creosote piles and supply and installation of seven (7) new preservative treated piles.
6. The supply and installation of three pairs of battered H-piles to construct A-frame lateral supports.
7. The design, supply and installation of a cathodic protection system for the new H-Piles.
8. The supply and installation of cast-in-place concrete pile cap beams and deck complete with concrete wheel guard.
9. The supply and installation of ladders and related grab bars, holdfasts and platform assemblies, mooring cleats, dimension timber bracing and wales, dimension timber fenders and open-face sheathing, close-faced sheathing piles and all related hardware and fasteners.
10. The supply and installation of two timber utility (future light) poles.
11. All material removals, relocation work, reinstallation work, and patching to extent shown and as necessary to complete the Work of this Contract.
12. The appropriate disposal of all existing materials removed from the work and not designated by the Departmental Representative to be reinstalled or salvaged.

The Contractor must perform and complete the Work by October 31st , 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.

**1. 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

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