



**RETURN BIDS to:  
RETOURNER LES SOUMISSIONS à**

Bid Receiving/Réception des soumissions

Procurement Hub | Centre d'approvisionnement  
200 Kent Street | 200 rue Kent  
Ottawa, ON, K1A 0E6

**For documents sent by mail please notify the contracting authority via email ([DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca](mailto:DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca)) that you are submitting a document by mail.**

**By post, documents should be addressed to:  
Care of:**

Procurement Hub | Centre d'approvisionnement  
200 Kent Street | 200 rue Kent  
Ottawa, ON, K1A 0E6

Name: **Cal LaKing**

Email :

[DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca](mailto:DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca)

**AND**

[Cal.laking@dfo-mpo.gc.ca](mailto:Cal.laking@dfo-mpo.gc.ca)

Bid documents and bid security received by fax will not be accepted.

**INVITATION TO TENDER  
APPEL D'OFFRES**

Proposal to: Fisheries and Oceans Canada

We hereby offer to sell to His Majesty the King in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : Pêches et Océans Canada

Nous offrons par la présente de vendre à Sa Majesté le Roi du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux appendices ci-jointes, les biens, les services, et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

<b>Title / Titre</b> Roof Repairs - Table Mountain VHF Site. Newfoundland	
<b>Solicitation No. / N° de l'invitation</b> 30005664	<b>Date</b> May 8th, 2024
<b>Client Reference No. / No. de référence du client(e)</b> 30005664	
<b>Solicitation Closes / L'invitation prend fin</b>  <b>At / à :</b> 2 :00PM  EDT (Eastern Daylight Time) / HAE (Heure Avancée de l'Est)  <b>On / le :</b> May 24th, 2024	
<b>F.O.B. / F.A.B.</b> Destination	
<b>Address Inquiries to : / Adresser toute demande de renseignements à :</b>  Cal LaKing – Senior Contracting Officer  <b>Telephone No. – No. De téléphone :</b> 506-478-3581 <b>Email / Courriel:</b> <a href="mailto:DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca">DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca</a> <b>C.c.:</b> <a href="mailto:cal.laking@dfo-mpo.gc.ca">cal.laking@dfo-mpo.gc.ca</a>	
<b>Destination of Goods, Services, and Construction / Destination des biens, services, et construction</b>  Route 480 – Burgeo, NL  Near port Aux Basques, Newfoundland and Labrador Latitude: 47°41'14" North Longitude: 59°16'26" West	

**TO BE COMPLETED BY THE BIDDER (type of print)**

**A ÊTRE COMPLÉTER PAR LE SOUMISSIONNAIRE (taper ou écrire en caractères d'imprimerie)**

<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>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>



## INVITATION TO TENDER

Roof Repairs - Table Mountain VHF Site. Newfoundland  
Route 480 – Burgeo, NL

### **IMPORTANT NOTICES TO BIDDERS**

**Please be advised that Fisheries and Oceans Canada (DFO) will be accepting Bid Bonds in Digital Bid Bond Format.**

**These Digital Bid Bonds will need to be in an electronically verifiable/enforceable format. It is important to note that a scanned and uploaded copy of a paper Bid Bond is not a Digital Bid Bond.**

**All bid bonds must be irrevocable and open for bid acceptance for the time period outlined in the Bid Document.**

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, are set out in the [Standard Acquisition Clauses and Conditions Manual](#) are to be replaced with Fisheries and Oceans Canada (DFO).

### **LISTING OF SUBCONTRACTORS**

Take note that R2710T, GI07 “Listing of Subcontractors and Suppliers” has been amended. See [SI15](#) of the Special Instructions.

### **INTEGRITY PROVISIONS - BID**

Changes have been made to the Integrity Provisions – Bid. Refer to section [GI01](#) of the General Instructions.

### **BID SUBMITTAL**

The maximum size per email (including attachments) is limited to 10MB. If the limit is exceeded, your email might not be received by DFO. 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 DFO to receive the proposal by the closing period indicated in the ITT. Emails with links to bid documents will **not** be accepted.

For bids transmitted by email, DFO will not be responsible for any failure attributable to the transmission or receipt of the email bid. DFO will send a confirmation email to the Bidders when the submission is received.

### **TECHNICAL DIFFICULTIES OF BID TRANSMISSION**

Despite anything to the contrary in (05), (06) or (08) of the Standard Instructions, where a Bidder has commenced transmission of its bid through an electronic submission method (such as facsimile or Canada Post Corporation's (CPC) Connect service, or other online service) in advance of the bid solicitation closing date and time, but due to technical difficulties, Canada was unable to receive or decode the entirety of the Bid by the deadline, Canada may nonetheless accept the entirety of the Bid received after the bid solicitation closing date and time, provided that the Bidder can demonstrate the following:

- i. The bidder contacted Canada in advance of the bid solicitation closing date and time to attempt to resolve its technical difficulties; OR
- ii. The electronic properties of the Bid documentation clearly indicate that all components of the Bid were prepared in advance of the bid solicitation closing date and time.



### COMPLETENESS OF THE BID

After the closing date and time of this bid solicitation, Canada will examine the Bid to determine completeness. The review for completeness will be limited to identifying whether any information submitted as part of the bid can be accessed, opened, and/or decoded. This review does not constitute an evaluation of the content, will not assess whether the Bid meets any standard or is responsive to all solicitation requirements, but will be solely limited to assessing completeness. Canada will provide the Bidder with the opportunity to submit information found to be missing or incomplete in this review within two business days of notice.

### COMPLETENESS OF THE BID CHECKLIST

Bids will be reviewed and deemed to be complete when the following elements have been submitted by the bidder:

Complete (Y/N)	Action Taken
	Certifications and securities required at bid closing are included.
	Bids are properly signed, that the bidder is properly identified.
	Acceptance of the terms and conditions of the bid solicitation and resulting contract.
	All documents created prior to bid closing but due to technical difficulties Canada was unable to receive them, have been properly submitted and received by Canada.
	All certifications, declarations and proofs created prior to bid closing but due to technical difficulties Canada was unable to receive them, have been properly submitted and received by Canada.

### Construction Project Summary

Upon recent inspection of the Very High Frequency (VHF) radio site, it was evident that the roof requires repairs in order to extend the life span of the building. The roof structure is built from steel beams with a roof framing slope of 2:12. A total of 240 90mm x 610mm x 610mm (weigh approximately 90lbs each) concrete blocks are placed on the roof membrane to avoid damage from high winds.

Work for this project consists of replacing the existing roof membrane. This will be done in sections by relocating the current concrete blocks to another section of the roof to expose the existing torch on membrane. The existing membrane will be removed, as well as the fiberboard underneath. New fiberboard will then be installed as required. The roof eave is to be built out an additional 75mm all around the perimeter of the roof. New 0.64mm pre-finished metal flashing to be installed.

170N geotextile will be installed on top of the new ethylene propylene diene terpolymer (EPDM) membrane. Once secured, the concrete blocks will be placed back on top of the geotextile. Note: Concrete blocks will not be replaced as the proper equipment to remove and replace new concrete blocks is not able to access the site. The road has become inaccessible to trucks and larger equipment.

The work included in this contract is specified in the format of general specification document with specific works identified on drawings. The contractor remains responsible for the appropriation of the work between the trade, contractors, his own forces and suppliers. The Engineer will not be responsible for determination of or for providing opinion on the scope of work split between sub-contractors and trade jurisdictions.



Location of Work:

Route 480 – Burgeo, NL

Near port Aux Basques, Newfoundland and Labrador

Latitude: 47°41'14" North

Longitude: 59°16'26" West

Start Date:

One (1) week after Contract Award.

Completion Date:

The Contractor must perform and complete all Work by August 31 2024. See specifications for the project milestones.



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### GENERAL INSTRUCTIONS - CONSTRUCTION SERVICES - BID SECURITY REQUIREMENTS - **R2710T** (2022-12-01)

The following GI's are included by reference and are available at the following Web Site:

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2710T/25>

GI01	Integrity Provisions - Bid
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## **CONTRACT DOCUMENTS (CD)**

### **SUPPLEMENTARY CONDITIONS (SC)**

- SC01 Industrial Security Requirement for Canadian Contractors
- SC02 Insurance Terms

### **BID AND ACCEPTANCE FORM (BA)**

- BA01 Identification
- BA02 Business Name and Address of Bidder
- BA03 The Offer
- BA04 Bid Validity Period
- BA05 Acceptance and Contract
- BA06 Construction Time
- BA07 Bid Security
- BA08 Electronic Payment of Invoices
- BA09 Signature

### **LIST OF ANNEXES AND APPENDICES:**

- APPENDIX 1 - INTEGRITY PROVISIONS
- APPENDIX 2 - LISTING OF SUBCONTRACTORS

- ANNEX A - CERTIFICATE OF INSURANCE
- ANNEX B - SPECIFICATIONS



## SPECIAL INSTRUCTIONS TO BIDDERS (SI)

### SI01 INTRODUCTION

1. Fisheries and Oceans Canada (DFO) intends to retain a Contractor to provide construction services for the project as set out in this Invitation to tender (ITT).
2. Bidders responding to this ITT are requested to submit a full and complete quotation. Refer to [GI09](#) 'Submission of Bid'.
3. Point 1 of Article GI09 of [R2710T](#) (2022-12-01) is replaced by the following:

The Bid and Acceptance Form, duly completed, and the bid security shall be submitted to the email address(es) designated on the Front Page "Invitation to Tender" for the receipt of bids. The bid must be received on or before the date and time set for solicitation closing.

### SI02 BID DOCUMENTS

1. The following are the Bid Documents:
  - a. Invitation to Tender - Page 1;
  - b. Special Instructions to Bidders;
  - c. General Instructions - Construction Services - Bid Security Requirements [R2710T](#) (2021-04-01);
  - d. Clauses & Conditions identified in "[Contract Documents](#)";
  - e. Drawings and Specifications;
  - f. Bid and Acceptance Form and related Appendices; and
  - g. Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

2. General Instructions - Construction Services - Bid Security Requirements [R2710T](#) (2022-12-01) are incorporated by reference and is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The [SACC Manual](#) is available on the PWGSC Web site.
3. Bid documents and bid security must be submitted by email or mail to the address(es) and by the time indicated on the cover page. Documents received by fax will not be accepted. Bid Security must be submitted as per GI08 "Bid Security Requirements". No scanned copies or photocopies will be accepted.
4. A bid bond may be submitted in a digital format if it meets the following criteria:
  - 4.1. The version submitted by the Bidder must be verifiable by DFO with respect to the totality and wholeness of the bond form, including: the content; all digital signatures; all digital seals; with the surety Company, or an approved verification service provider of the Surety Company.
  - 4.2. The version submitted must be viewable, printable and storable in standard electronic file formats acceptable to DFO, and in a single file. Allowable formats include digital pdf.
  - 4.3. The verification may be conducted by DFO immediately or at any time during the life of the bond and at the discretion of DFO with no requirement for passwords or fees.
  - 4.4. The results of the verification must provide a clear, immediate and printable indication of pass or fail regarding Item 4.1.

Bonds failing the verification process will NOT be considered to be valid.



Bonds passing the verification process will be treated as original and authentic.

### SI03 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in GI15 - Approval of alternative materials of [R2710T](#) (2022-12-01), General Instructions - Construction Services - Bid Security Requirements, enquiries should be received no later than five (5) business days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer will examine the content of the enquiry and will decide whether or not to issue an amendment.
3. All enquiries and other communications related to this bid sent throughout the solicitation period must be directed **ONLY** to the Contracting Officer named on the Invitation to Tender - Page 1. Failure to comply with this requirement may result in the bid being declared non-compliant.

### SI04 OPTIONAL SITE VISIT

1. It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at Canadian Coast Guard Communications and Traffic Control building located on top of Table Mountain near Port Aux Basques, Newfoundland ( Lat 47° 41' 14" North, Long 59° 16' 26" West) on May 16, 2024.
  - a. Please note that this is a site that is only accessible by Helicopter or All Terrain Vehicle and the schedule, for the above noted date, is: May 16, 2024 1300 NST, @ parking area off Trans Canada Highway, 47°42'30"N, 59°18'29"W
  - b. Please note that exact departure time will depend on the helicopter request and weather conditions
  - c. DFO have agreed to shuttle all potential bidders to and from the detachment for ease of planning.
2. Bidders must communicate with the Contracting Officer no later than May 13, 2024 at 14:00 NST to confirm attendance and provide the following information::
  - a. Business name
  - b. Business address
  - c. Business phone number
  - d. Bidder's representative name(s), with email address and phone number
3. Bidders who do not confirm attendance and who do not provide the above information will not be allowed access to the site. No alternative appointment will be given to bidders who do not attend or do not send a representative. The representative of the bidder may be requested to sign the Site Visit Attendance Sheet at the site visit. Bidders who do not participate in the visit will not be precluded from submitting a bid.
4. Bidders must note that **all questions must be sent, by email, to the attention of the Contracting Officer**. DFO delegate(s) on site are not authorized to take and/or respond to any questions received from potential bidders on site visits. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.
5. Safety Attire: In order to be guaranteed access to the site visit, all persons should have the proper personal protection equipment (safety glasses, footwear, vests and hard hats etc.). Contractor's personnel/individuals who do not have the proper safety attire may be denied access to the site.

### SI05 REVISION OF BID

1. Article GI10 of [R2710T](#) (2022-12-01) is replaced by the following;





2. A bid submitted in accordance with these instructions may be revised by letter provided the revision is received at the office designated for the receipt of bids on or before the date and time set for the closing of the solicitation. It shall be attached to an email as a new PDF document with the following information clearly indicated:
  - a. **REVISED “BID AND ACCEPTANCE FORM” DATED \_\_\_\_\_(insert date of original bid submitted to DFO);**
  - b. Solicitation Number;
  - c. Be on the Bidder's letterhead or bear a signature that identifies the Bidder;
  - d. For the lump sum portion of a bid, clearly identify the amount of the current revision. The total aggregate sum of all revisions submitted, including the current revision, shall be shown separately; and
  - e. For the Price Per Unit portion of a bid, clearly identify the change(s) in the Price(s) per Unit and the specific Item(s) to which each change applies. If a revision is to be applied to a specific Item that was previously amended then, in addition to the amount of the current revision, the total aggregate sum of all revisions submitted, including the current revision, for that Item shall be shown separately.
3. A letter submitted to confirm an earlier revision shall be clearly identified as “CONFIRMATION ONLY” for each contemplated change.
4. Failure to comply with any of the above provisions shall result in the rejection of the non-compliant revision(s) only. The bid shall be evaluated based on the original bid submitted and all other compliant revision(s).

#### **SI06 OPENING OF BIDS**

There will be no public opening of bids.

#### **SI07 BID RESULTS**

Bid received will be registered on DFO “Bid Register” form and the Unofficial Bid Result will be emailed to all bidders that were listed on the Bid Register. The Bid Register will provide the following information:

- a. Name of the Bidder
- b. Date and time bid was received from the Bidder
- c. Bidder bid amount

#### **SI08 Office of the Procurement Ombudsman clauses (OPO)**

##### **Dispute Resolution (i.e. “mediation”) clause,**

The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 25 working days after the dispute was initially raised to the other party in writing, *either Party* may contact the Office of the Procurement Ombudsman (OPO) to request dispute resolution/mediation services. OPO may be contacted by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

##### **Review of Complaint clause re: contract “award”,**

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the award of certain federal contracts under \$33,400 for goods and \$133,800 for services. If you have concerns regarding the award of a federal contract below these dollar amounts, you may contact OPO by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).



### **Review of complaint clause re: contract “administration”,**

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the administration of certain federal contracts, regardless of dollar value. If you have concerns regarding the administration of a federal contract, you may contact OPO by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

### **SI09 INSUFFICIENT FUNDING**

In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may:

- a. cancel the solicitation;
- b. obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; or
- c. negotiate a reduction in the bid price and/or scope of work of not more than 15% with the Bidder submitting the lowest compliant bid. Should an agreement satisfactory to Canada not be reached, Canada shall exercise option (a) or (b).

### **SI10 BID VALIDITY PERIOD**

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders will have the option to either accept or reject the proposed extension.
2. If the extension referred to in paragraph 1 above is accepted, in writing, by all those who submitted bids, then Canada will continue immediately with the evaluation of the bids and its approvals processes.
3. If the extension referred to in paragraph 1 above is not accepted in writing by all those who submitted bids then Canada will, at its sole discretion, either
  - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
  - b. cancel the invitation to tender.
4. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 - Rejection of Bid - of [R2710T](#) (2022-12-01).

### **SI11 RIGHTS OF CANADA**

1. Canada reserves the right to:
  - a. Reject any or all bids received in response to the bid solicitation;
  - b. Enter into negotiations with bidders on any or all aspects of their bids;
  - c. Accept any bid in whole or in part without negotiations;
  - d. Cancel the bid solicitation at any time;
  - e. Reissue the bid solicitation;
  - f. If no compliant bids are received and the requirement is not substantially modified, reissue the bid solicitation by inviting only the bidders who bid to resubmit bids within a period designated by Canada; and
  - g. Negotiate with the sole compliant Bidder to ensure best value to Canada.

### **SI12 CONSTRUCTION DOCUMENTS**

N/A



## SI13 INDUSTRIAL SECURITY REQUIREMENT / SECURITY CLEARANCE

There is no security requirement for this project.

## SI14 INTEGRITY PROVISIONS BID REQUIREMENTS

### 1. LIST OF NAMES FOR INTEGRITY VERIFICATION FORM (TO BE COMPLETED FOR ALL BID SUBMISSIONS )

In accordance with the *Ineligibility and Suspension Policy*, section 17 requires suppliers, regardless of their status under the policy provide the following information when bidding, contracting or entering into a real property agreement. Bidders must provide the required documentation, as applicable, to be given further consideration in the procurement process:

A list of names for integrity verification.

The list required differs according to the bidder or the bidder's organizational structure:

- suppliers that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
- suppliers that are a partnership do not need to provide a list of names.

If the list of names has not been received in a procurement process or real property transaction by the time the evaluation of bids or offers is completed, or has not been received in a procurement process or real property transaction where no bid/offer will be submitted, the contracting authority will inform the supplier of a time within which to provide the information. Providing the required names is a mandatory requirement for award of a contract or real property agreement. Failure to provide the list of names within the time specified will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement.

Please refer to Information Bulletin: [Required information to submit a bid or offer](#) for additional details. To submit required information, Bidders may use the form titled *Integrity Regime Verification*, found in [Appendix 1](#).

### 2. INTEGRITY DECLARATION FORM (TO BE COMPLETED ONLY WHEN CERTAIN CONDITIONS APPLY)

The bidder must submit with its bid an [Integrity Declaration Form](#) **only** when the following is applicable. If so, he must sign section 2 of [Appendix 1](#).

- a) The supplier must submit a completed [Integrity Declaration Form](#) to disclose any information pertaining to any criminal charge or conviction in the past three years of a Canadian offence listed in section 6 of the [Ineligibility and Suspension Policy](#) (the "policy") or similar foreign offence listed in section 7 of the Policy.
- b) The supplier must submit a completed [Integrity Declaration Form](#) if the supplier **cannot** provide certification to all of the [Integrity provisions](#) requirements listed below. By submitting a bid or offer in response to a bid solicitation or real property transaction, the supplier is certifying the following :
  1. It has read and understands the *Ineligibility and Suspension Policy*;
  2. It understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
  3. It is aware that Canada may request additional information, certifications, and validations from the [Offeror] or a third party for purposes of making a determination of ineligibility or suspension;



4. It has provided with its [bid/offer] a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first-tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy;
5. None of the domestic criminal offences, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and its proposed first-tier subcontractors; and
6. It is not aware of a determination of ineligibility or suspension issued by PSPC that applies to it.

The completed [Integrity Declaration Form](#) must be submitted with its bid/offer. The completed form must be placed in a sealed envelope labeled “Protected B”, and addressed to:

Integrity Regime  
Departmental Oversight Branch  
Public Works and Government Services Canada  
L'Esplanade Laurier, West Tower  
300 Laurier Avenue West  
Floor 10, Room 10149  
Ottawa, ON K1A 0R5  
Canada

#### **SI15 LISTING OF SUBCONTRACTORS**

R2710T, GI07 has been amended to the following.

##### **GI07 (2015-02-25) Listing of Subcontractors**

The Bidder must submit the names of Subcontractors for the part or parts of the Work listed. See [Appendix 2](#). Failure to do so will result in the disqualification of its bid.

#### **SI16 PROCUREMENT STRATEGY FOR INDIGENOUS BUSINESS**

Bidders must complete the [Annex E](#) if they are an Indigenous Company and wish to be considered for a Procurement Set-aside.

#### **SI17 WEB SITES**

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

CanadaBuys  
[Homepage | CanadaBuys](#)

Canadian economic sanctions  
[https://www.international.gc.ca/world-monde/international\\_relations-relations\\_internationales/sanctions/index.aspx?lang=eng](https://www.international.gc.ca/world-monde/international_relations-relations_internationales/sanctions/index.aspx?lang=eng)

Standard Acquisition Clauses and Conditions (SACC Manual)  
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/all>

PWGSC, Security requirements for contracting with the Government of Canada  
<https://www.tpsgc-pwgsc.gc.ca/esc-src/index-eng.html>

PWGSC, Code of Conduct for Procurement



<https://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/cca-ccp-eng.html>

Integrity Verification Form:

<https://www.tpsgc-pwgsc.gc.ca/ci-if/ln-form-eng.html>

Integrity Declaration Form

<https://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>

Trade agreements

[Trade agreements | CanadaBuys](#)

Surety Association of Canada

<https://www.suretycanada.com/>



## CONTRACT DOCUMENTS (CD)

1. The following are the Contract Documents:

- a. Acceptance By Fisheries and Oceans Canada (Contract) when signed by Canada;
- b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
- c. Drawings and Specifications;
- d. General Conditions and clauses:

GC1 - General provisions – Construction services	<a href="#">R2810D</a>	(2022-12-01);
GC2 - Administration of the Contract - Construction Services	<a href="#">R2820D</a>	(2016-01-28);
GC3 - Execution and control of the work	<a href="#">R2830D</a>	(2019-11-28);
GC4 - Protective Measures	<a href="#">R2840D</a>	(2008-05-12);
GC5 - Terms of Payment >100K - Construction Services	<a href="#">R2850D</a>	(2019-11-28);
GC6 - Delays and Changes in the Work – Construction Services	<a href="#">R2865D</a>	(2019-05-30);
GC7 - Default, Suspension or Termination of Contract	<a href="#">R2870D</a>	(2018-06-21);
GC8 - Dispute Resolution - 100K to 5M - Construction Services	<a href="#">R2880D</a>	(2019-11-28);
GC8 - Dispute Resolution - >5M – Construction Services	<a href="#">R2882D</a>	(2019-11-28);
GC8 - Dispute Resolution - <100K – Construction Services	<a href="#">R2884D</a>	(2016-01-28);
GC9 - Contract Security	<a href="#">R2890D</a>	(2022-12-01);
GC10 - Insurance	<a href="#">R2900D</a>	(2008-05-12);
GC6.4.1 - Allowable Costs for Contract Changes Under General Condition	<a href="#">R2950D</a>	(2015-02-25);

- e. Supplementary Conditions;
- f. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
- g. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
- h. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.

2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:  
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>.

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) are to be replaced with Fisheries and Oceans Canada (DFO).

3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

## SUPPLEMENTARY CONDITIONS (SC)

### SC01 INDUSTRIAL SECURITY RELATED REQUIREMENTS, DOCUMENT SAFEGUARDING

There is no document security requirement applicable to this Contract.

### SC02 INSURANCE TERMS

1. Insurance Contracts



- a. The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
- b. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

## 2. Period of Insurance

- a. The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.
- b. The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

## 3. Proof of Insurance

- a. Before commencement of the Work, and no later than thirty (30) days after acceptance of its bid, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein titled Certificate of Insurance, Annex A.
- b. Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

## 4. Insurance Proceeds

In the event of a claim, the Contractor must, without delay, take measures and sign the documents that are necessary to effect payment of the amount that is due.

## 5. Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.



**BID AND ACCEPTANCE FORM (BA)**

**BA01 IDENTIFICATION**

Roof Repairs - Table Mountain VHF Site. Newfoundland  
Route 480 – Burgeo, NL

**BA02 BUSINESS NAME AND ADDRESS OF BIDDER**

Legal Name: \_\_\_\_\_

Operating Name (if any): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ PBN: \_\_\_\_\_

Email address: \_\_\_\_\_

Industrial Security Program Organisation Number (ISP ORG#): \_\_\_\_\_  
(when required)

**Organizational Structure:**

Corporate Entity  Privately Owned Corporation  Sole Proprietor  Joint Venture

**BA03 THE OFFER**

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the Total Bid Amount of

\$ \_\_\_\_\_ excluding Applicable Tax(es).  
(amount in numbers)

**BA04 BID VALIDITY PERIOD**

The bid must not be withdrawn for a period of thirty (30) days following the date of solicitation closing.

**BA05 ACCEPTANCE AND CONTRACT**

Upon acceptance of the Bidder's offer by Canada, a binding Contract will be formed between Canada and the Bidder. The documents forming the Contract will be the Contract Documents identified in "Contract Documents (CD)" section.

**BA06 CONSTRUCTION TIME**

The Contractor must perform and complete all Work by August 31 2024. See specifications for the project milestones

**BA07 BID SECURITY**

The Bidder must enclose bid security with its bid in accordance with GI08 - Bid Security Requirements of [R2710T](#) (2022-12-01), General Instructions – Construction Services – Bid Security Requirements.





**BA08 ELECTRONIC PAYMENT OF INVOICES**

Although electronic payment is the preferred method of payment, the Bidder is not obligated to accept payment by Electronic Payment Instruments.

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a) Acquisition Card; or
- b) Direct Deposit (Domestic and International);

If you are the successful bidder on this or any other DFO requirement, you are encouraged to register with DFO for direct deposit. Contact DFO Corporate Accounting by e-mail: [DFO.invoicing-facturation.MPO@canada.ca](mailto:DFO.invoicing-facturation.MPO@canada.ca) to receive a form titled *Recipient Electronic Payment Registration Request* along with instructions for completion of the form.

Invoices submitted shall be paid in accordance with the General Conditions and [clause GC5, Terms of Payment](#).

**BA09 SIGNATURE**

\_\_\_\_\_  
Name and title of person authorized to sign on behalf of Bidder (*type or print*)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



### APPENDIX 1 – INTEGRITY REGIME VERIFICATION

#### 1. LIST OF NAMES FOR INTEGRITY VERIFICATION FORM

##### Requirements

Section 17 of the Ineligibility and Suspension Policy requires suppliers, regardless of their status under the policy, to submit a list of names with their bid or offer. The list differs depending on the bidder or offeror's organizational structure:

- Suppliers including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors
- Privately owned corporations must provide a list of the owners' names
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners
- Suppliers that are a partnership do not need to provide a list of names

Suppliers may use this form to provide the list of names with their bid or offer submission. Failure to submit this information with a bid or offer, where required, will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement. Please refer to [Information Bulletin: information to submit a bid or offer](#) for additional details.

##### Supplier information

<b>Supplier's legal name:</b>
<b>Organizational structure:</b>  <input type="checkbox"/> Corporate entity <input type="checkbox"/> Privately owned corporation <input type="checkbox"/> Sole proprietor
<b>Supplier's address:</b>
<b>Supplier's procurement business number (optional):</b>
<b>Solicitation or transaction number:</b>

<b>Date of bid, offer submission or closing date of Invitation to Offer (yyyy-mm-dd):</b>
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**List of names**

Name	Title

**Declaration**

I, (name) \_\_\_\_\_, (position) \_\_\_\_\_, of (supplier's name) \_\_\_\_\_ declare that the information provided in this Form is, to the

best of my knowledge and belief, true, accurate and complete. I am aware that failing to provide the list of names will render a bid or offer non-responsive, or I will be otherwise disqualified for award of a contract or real property agreement. I am aware that during the bid or offer evaluation stage, I must, within 10 working days, inform the contracting authority in writing of any changes affecting the list of names submitted. I am also aware that after contract award I must inform the Registrar of Ineligibility and Suspension within 10 working days of any changes to the list of names submitted.

Signature

Please include with your bid or offer.

**2. INTEGRITY DECLARATION FORM (TO BE COMPLETED ONLY WHEN CERTAIN CONDITIONS APPLY, SEE [S114](#) POINT 2)**

If bidder submitted an Integrity Declaration Form with the bid as detailed in section [S114](#) please complete the following:

**Integrity Declaration Form was submitted with bid \_\_\_\_\_.**

*(provide detail, such as email date, etc.)*



### APPENDIX 2 – LISTING OF SUBCONTRACTORS

1. In accordance with section GI07 - Listing of Subcontractors and Suppliers of [R2710T](#) (2022-12-01) - General Instructions -Construction Services – Bid Security Requirements the Bidder must provide a list of Subcontractors with their Bid.
2. The Bidder should submit the list of Subcontractors and for any portion of the Work valued at 20% or greater of the submitted Bid Price.

	<b><i>Subcontractor</i></b>	<b><i>Estimated Value of work</i></b>
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		



**ANNEX A - CERTIFICATE OF INSURANCE**  
*(Not required when submitting a bid)*



**CERTIFICATE OF INSURANCE**  
Page 1 of 2

<b>Description and Location of Work</b>					<b>Contract No.</b>	
					<b>Project No.</b>	
Name of Insurer, Broker or Agent		Address (No., Street)		City	Province	Postal Code
Name of Insured (Contractor)		Address (No., Street)		City	Province	Postal Code
Additional Insured						
<i>His Majesty the King in Right of Canada as represented by Fisheries and Ocean (DFO)</i>						
Type of Insurance <i>(Required when Checked)</i>	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
				Per Occurrence \$	Annual General Aggregate \$	Completed Operations Aggregate \$
<input checked="" type="checkbox"/> <b>Commercial General Liability</b>				\$	\$	\$
<input type="checkbox"/> <b>Umbrella/Excess Liability</b>				\$	\$	\$
<p>I certify that the above policies were issued by insurers in the course of their insurance business in Canada, are currently in force and include the applicable insurance coverages stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.</p>						
<input type="text"/> Name of person authorized to sign on behalf of Insurer(s) <i>(Officer, Agent, Broker)</i>				<input type="text"/> Telephone Number		
_____ Signature				<input type="text"/> Date D / M / Y		



**CERTIFICATE OF INSURANCE**  
**Page 2 of 2**

<b>General</b>	<b>Commercial General Liability</b>
<p>The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverages listed under the corresponding type of insurance on this page.</p> <p>The policies must insure the Contractor and must include His Majesty the king in Right of Canada as represented by the Fisheries and Oceans Canada (DFO) as an additional insured.</p> <p>The Policy shall be endorsed to provide the Owner with not less than thirty (30) days notice in writing in advance of a cancellation or change or amendment restricting coverage.</p> <p>Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided. Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.</p>	<p>The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100.</p> <p>The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:</p> <ul style="list-style-type: none"> <li>(a) Blasting.</li> <li>(b) Pile driving and caisson work.</li> <li>(c) Underpinning.</li> <li>(d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.</li> </ul> <p>The policy must have the following minimum limits:</p> <ul style="list-style-type: none"> <li>(a) <b>\$5,000,000</b> Each Occurrence Limit;</li> <li>(b) <b>\$10,000,000</b> General Aggregate Limit per policy year if the policy contains a General Aggregate; and</li> <li>(c) <b>\$5,000,000</b> Products/Completed Operations Aggregate Limit.</li> </ul> <p>Umbrella or excess liability insurance may be used to achieve the required limits.</p>



## **ANNEX B – SPECIFICATIONS**

Refer to CanadaBuys Attachment titled: "30005664 – Specifications"