

**THE CORPORATION OF THE TOWNSHIP OF MATTICE – VAL CÔTÉ**

**REQUEST FOR TENDERS**

TENDER CLOSING DATE: 11:00 AM FRIDAY, AUGUST 19<sup>th</sup>, 2022

TENDER FOR: ROOF COVERING OF THE WATER TREATMENT PLANT

CONTRACTOR  
SUBMITTING TENDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

The Contractor has carefully examined the provisions, plans, specifications and conditions attached to this tender and has carefully examined the site and location of the work to be done, and the Contractor understands and accepts the said provisions, plans, specifications and conditions and, for the prices set forth in this tender, hereby offers to furnish all machinery, tools, apparatus and other means of construction, furnish materials, except as otherwise specified, and to complete the work in strict accordance with the provisions, plans, specifications and conditions attached to this tender.

(Lowest or any tender not necessarily accepted.)

**REQUEST FOR TENDER**

ROOF COVERING

The Water Treatment Plant was built almost 20 years ago. The Municipality needs to replace the roof covering and has decided to proceed with the installation of steel cladding.

Services requested include but are not limited to the following:

<b>Item No.</b>	<b>Unit of Work</b>	<b>Quantity</b>	<b>Unit Price*</b>	<b>Total</b>
1.1	Remove and cover the 12 small square vents			
1.2	Reinstall existing roof ventilation (maximum ventilation)			
1.3	If necessary, supply and install other appropriate roof ventilation (maximum ventilation)			
1.4	Supply and install flashing for vents and pipes			
1.5	Supply and install 1 x 4 strapping on all roof area (approx. 6,040 square feet)			
1.6	Supply and install approx. 6,040 square feet of hidden fasteners tin (Heritage by Ideal Roofing)			
1.7	Supply and install matching steel fascia, roof edge			
1.8	Supply and install Ideal guards (snowguards), minimum 2 bars as per supplier requirements, including appropriate backing – where there are vents & flashings and above doors			
1.9	Travelling costs			
2.0	Other costs (please specify)			
<b>Total costs</b>				

*\*expressed in Canadian dollars*

*Note: Landfill fees will not be charged for construction debris associated with this project.*

The Corporation of the Township of Mattice – Val Côté  
Roof covering – Water Treatment Plant  
Our reference RFT Matt-2022-1

**TENDER SUMMARY**

<b>TENDER AMOUNT</b>	\$ _____
<b>HST</b>	\$ _____
<b>TOTAL AMOUNT</b>	\$ _____

The Contractor shall be responsible for and shall pay all dues and assessments payable under the Workplace Safety and Insurance Act, the Employment Insurance Act or any other Act, whether provincial or federal, with respect to all his employees or operations, and shall, upon request, furnish the Corporation with satisfactory evidence that he, the Contractor, has complied with the provisions of any such Act.

The Contractor shall, during the progress of the work, use all proper precautions for the prevention of accidents, and shall indemnify and save harmless the Corporation from all suits and actions and all costs and damages occasioned by the acts, negligence, or carelessness of the Contractor or his agents or employees.

The Contractor shall, during the progress of the work, use all reasonable precautions to prevent damage to the Owner's property, such as properly covering up any open or unfinished sections of the roof to protect it against the elements.

The Contractor will indemnify and save harmless the Municipality, its employees and agents, from and against any losses, claims or actions brought by non-payment of the Contractor to any and all subcontractors hired by the Contractor.

It is agreed that the quantities are estimated only and may be increased or decreased by the Municipality without alteration of the quotation price, however, such increase or decrease shall not exceed 20 percent.

If awarded the work outlined in the tender, the Contractor agrees to undertake the work without delay, to carry on the work continuously and to complete the project **by September 30<sup>th</sup>, 2022.**

Tender Submitted By: \_\_\_\_\_  
Signature of Company Official

Name of Person Signing For Company: \_\_\_\_\_

Date Tender Submitted: \_\_\_\_\_

### INFORMATION FOR TENDERERS

1. Examination of Site

1.1 Each Tenderer must satisfy itself by personal examination as to the local conditions to be met with during the construction and conduct of the Work. Further, each Tenderer shall make its own estimate of the facilities and difficulties to be encountered during the performance of the Work, including, without limitation and to the extent reasonably allowable, any subsurface or concealed conditions at the place of the Work. No allowances will be made for additional costs and no claims and no requests for changes to the Contract Price or schedule relief will be entertained by the Owner in connection with local conditions which could reasonably have been ascertained by a proper investigation or other due diligence by the Tenderer prior to it submitting a Tender.

2. Delivery and Opening of Tender

2.1 Tenderers are to deliver one (1) completed original of the Tender Form and any other forms supplied as part of the Tender Documents in a sealed, opaque envelope (the “Tender”). Tenderers shall ensure that the outside of the envelope bears the Tenderer’s return address and a label clearly identifying the project for which the bid is submitted.

2.2 Tenderers are to submit their bids to:

**Annie Plamondon  
Treasurer  
Corporation of the Township of Mattice – Val Côté  
PO Bag 129  
500, Highway 11 East  
Mattice, Ontario P0L 1T0**

2.3 Tenders must be received no later than **11:00 am** local time on **Friday, August 19<sup>th</sup>, 2022** (the “Closing Date”). The term “local time” shall mean the time as measured by the identified clock at the recipient’s location.

2.4 Tenderers are solely responsible for the method and timing of delivery of their Tenders. Tenders which are submitted by facsimile transmission or by electronic means will not be considered. Late Tenders will be returned to the Tenderer, unopened.

2.5 Basis of Rejection of Tenders

Tenders may be rejected for any one of the following reasons:

- Bids received after closing date and specified time.
- Bids received on other than the quotation form supplied.
- Bids not completed in ink or by typewriter.
- Incomplete bids (all items not bid).
- Qualified or conditional bids.
- Bids not properly signed and sealed.

3. Harmonized Sales Tax

- 3.1 The Total Contract Price shall include all Government custom duties and excise taxes applicable at the time of execution of the Contract.
- 3.2 The unit prices shall not include the Harmonized Sales Tax. The applicable amount of Harmonized Sales Tax for the entire Contract is to be entered as a separate item on the Tender Summary Page.
- 3.3 After award of the Contract, the successful Tenderer shall provide its Registration Number to the Owner. No payment will be made to the Contractor until this information is furnished to the Owner by the Contractor.
- 3.4 Payment will be made in conjunction with Progress Payment Certificates.

4. Award of Contract

- 4.1 The award of this Contract is subject to the approval of the Mattice – Val Côté Municipal Council.

5. Health and Safety

- 5.1 The Contractor shall be responsible for all utility locates and the protection of utilities during the performance of the work.
- 5.2 The Contractor shall be responsible for working at heights safety measures, which includes but is not limited to staff training, equipment supply and supervision.
- 5.3 The Contractor shall be responsible for ensuring that an engineered scaffolding system is used to access and to carry on the work on the roof and that workers are properly trained in the use of the same.
- 5.4 The Contractor shall provide a list of names of all workers to be on site and of the person in charge, on or off site.
- 5.5 The Contractor shall provide proof of relevant Health & Safety training (rights and obligations, working at heights, etc.) for each worker on site and for the person in charge.
- 5.6 The Contractor shall ensure compliance with all the measures and procedures prescribed by the Occupational Health and Safety Act (OHSA) and with all regulations made thereunder.
- 5.7 All provisions of the OHSA Regulations for Construction Projects are to be strictly adhered to.
- 5.8 All work shall be performed as per Ministry of Labour requirements.
- 5.9 The Contractor will comply with the Municipality's safety procedures.

6. Liability Insurance

6.1 The Contractor shall take out and keep in force, until the date of acceptance of the entire work by the Municipality, a comprehensive policy of public liability and property damage insurance acceptable to the Municipality, providing insurance coverage in respect of any one accident to the limit of at least **\$2,000,000.00** exclusive of interest and cost, against loss or damage resulting in bodily injury to, or death of, one or more persons and loss of or damage to property and such policy shall name the Municipality as an additional insured thereunder and shall protect the Municipality against all claims for all damages resulting from or arising out of any act or omission on the part of the Contractor or any of his servants or agents during the execution of the contract and the Contractor shall forward a certified copy of the policy or certificate thereof to the municipality before the work is started.

7. Workplace Safety and Insurance Board

7.1 Prior to execution of the contract documents, the Successful Tenderer shall provide to the Owner a Certificate from the Workplace Safety Insurance Board (WSIB) stating that all assessments have been paid and that the Contractor is in good standing with the WSIB.

8. Regulatory Requirements

8.1 The Contractor shall obey all federal, provincial and municipal laws, acts, ordinances, regulations, Order-in-Council and By-Laws, which could in any way pertain to the work outlined in the Contract or to the employees of the Contractor.

8.2 Equipment and installation must meet all current C.S.A. standards.

9. Delivery and Installation

9.1 Where a vehicle is hauling material for use on the work under the contract, in whole or in part upon a public highway and where motor vehicles registration is required for such vehicle, the Contractor shall not cause or permit such vehicle to be loaded beyond the legal limit as specified in the Highway Traffic Act, whether such vehicle is registered in the name of the Contractor or otherwise.

9.2 The Contractor is fully responsible for all materials on municipal premises for the duration of the project. All materials are to be stored in a safe and secure manner. The Municipality has no responsibility to provide a protected storage area.

9.3 Ownership of all materials will remain with the Contractor until installation is completed.

10. Omissions

Errors or omissions in the planning process which result in an increase in construction, transportation, installation or labor costs will be the full responsibility of the Contractor.

11. Warranty

The Contractor shall warranty the installation to be free from defects in workmanship and material for a period of 48 months from the date the work began on the project. During this period, the Contractor shall furnish all labor and material to repair or replace all items or components which failed due to defects in workmanship, material or installation, with no charge to the Municipality.

12. Payments

Progress billing payments for work done may be paid up to 90% of the estimated value of the work performed; the remaining 10% will be released to the Contractor within 45 days of the date of acceptance of the completed contract.

13. The Corporation of the Township of Mattice – Val Côté

13.1 Where herein reference is made to “Owner” or “Corporation” or “Municipality”, it shall be taken to mean the Corporation of the Township of Mattice – Val Côté.

14. Specifications and Supervision of Work

14.1 Specifications for this Contract were set out by Owner. Supervision of the work will be conducted by the Owner.

For more information, contact:            Guylaine Coulombe  
  CAO/Clerk  
  Township of Mattice – Val Côté  
  P.O. Bag 129, 500 Highway 11 East  
  Mattice, Ontario P0L 1T0  
  Tel: (705) 364-6511

The Corporation of the Township of Mattice – Val Côté  
Roof covering – Water Treatment Plant  
Our reference RFT Matt-2022-1

### **SPECIAL PROVISIONS**

#### **Basis of Payment**

1. ALL ITEMS IN THE REQUEST FOR TENDER ARE PROVISIONAL, REQUIRE APPROVAL AND DEPEND ON FINANCIAL CONSTRAINT OF THE MUNICIPAL BUDGET.