

THE MUNICIPALITY OF MATTICE – VAL CÔTÉ

REQUEST FOR TENDERS

TENDER CLOSING DATE: 11:00 AM, THURSDAY, APRIL 25th, 2023

TENDER FOR: **REPAIR THE TRAINING ROOM at the Sports Complex**

TENDER FORM

NAME OF CONTRACTOR SUBMITTING TENDER:

ADDRESS & PHONE NO.:

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, understands and accepts the said provisions, plans, specifications and conditions and, for the price set forth in this tender, hereby offers to supply all tools and labor to complete the work in strict accordance with the provisions, plans, specifications and conditions attached hereto.

Note: The lowest or any tender will not necessarily be accepted.

REQUEST FOR TENDER

REPAIRING THE TRAINING ROOM

The Municipality has received funding to renovate the 2nd floor of the Sports Complex, including the area where the training room was located. The next step in these renovations consists of repairing the water damages in that room: remove the damaged gyprock from the ceiling and walls and replace it, plaster and paint the entire room (approximately 550 square feet), remove the commercial rug and install new floor covering.

Note: the Municipality will choose and buy the floor covering.

Services requested include but are not limited to the following:

Item No.	Work to be accomplished
1.1	Move the training room equipment as required in order to perform the work
1.2	Remove the damaged gyprock from the walls and ceiling
1.3	Remove the rug from the floor
1.4	Replace/install the gyprock and plaster
1.5	Paint the entire room (approximately 23' x 24') with one coat of primer and 2 coats of paint. Wipe away paint stains and address painting defects during the execution of the work
1.6	Install floor covering
1.7	Pick up and clean up the room throughout and at the end of the process
Amount of tender*	

**expressed in Canadian dollars*

The Corporation of the Township of Mattice – Val Côté
Painting – community hall
Our reference RFT Matt-2024-01

TENDER SUMMARY

AMOUNT OF TENDER	\$ _____
HST (if applicable)	\$ _____
TOTAL AMOUNT	\$ _____

The contractor shall be responsible for and shall pay all dues and assessments payable under the Workplace Safety and Insurance Act, and shall, upon request, furnish satisfactory evidence to that effect.

Throughout the duration of the project, the contractor will use all proper precautions to prevent accidents, injuries and damages and will indemnify and save harmless the Corporation from all suits and actions and all costs and damages occasioned by its acts, negligence, or carelessness.

If awarded the work outlined in the tender, the contractor agrees to start the project by September 2024.

Tender Submitted By: _____
(Contractor)

Signature: _____

Date Tender Submitted: _____

INFORMATION FOR TENDERERS

1. Examination of Site

- 1.1 A Tenderer that wishes to visit the work site before submitting a tender should contact Guylaine Coulombe, at 705-364-6511, to schedule an appointment.

2. Delivery and Opening of Tender

- 2.1 Tenders must be received no later than **11:00 am** local time on **Thursday, April 25th, 2024**, by:

Guylaine Coulombe
CAO/Clerk
Municipality of Mattice – Val Côté
PO Bag 129
500, Highway 11
Mattice, Ontario P0L 1T0

- 2.2 Tenderers are to deliver the Tender Form (pages 1 to 3 of this document) in one of the following formats:

- a) In person: in a sealed envelope, on which will be written the Tenderer's return address and the words "Repairs – training room", brought to the municipal office during office hours;

or

- b) By email: at the following email address gcoulombe@matticevalcote.ca with the words "Repairs – training room" in the subject line. Upon receipt, the email and the tender form will be printed (to confirm the date and time) and inserted by the Municipality in an envelope that will remain sealed until the closing date and time. An email confirming receipt of the tender will be sent to the tenderer.

2.3 Basis for Rejection of Tenders

Tenders will be rejected for each of the following reasons:

- Received after closing date and specified time
- Received on other than the Tender form (pages 1 to 3)
- Incomplete

3. Award of Contract

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

4. Insurance – liability, WSIB, etc.

- 4.1 The Successful Tenderer shall take out and keep in force a comprehensive policy of public liability and property damage insurance of at least **\$2,000,000**. Such policy shall name the Municipality as an additional insured.
- 4.2 The Successful Tenderer shall provide a Certificate from the Workplace Safety Insurance Board (WSIB) stating that he/she is in good standing with the WSIB.
- 4.3 The Successful Tenderer shall ensure that the equipment used to perform the work activities is safe and in good working order.

5. Payments

Invoices to be submitted at project completion.

For more information, please contact:

Guyline Coulombe
CAO/Clerk
(705) 364-6511