



**TENDER OFFER
DOCUMENT NO. WG- SP-01-04
SUPPLY , DELIVERY AND INSTALLATION OF
A new Truss roof on the Cobden Sewer Plant
FOR: TOWNSHIP OF WHITEWATER REGION WATER & SEWER DEPARTMENT**

I/We acknowledge that this offer must be received at the Cobden office 44 Main St. Cobden On. By 12:00 p.m. noon on the 27th Day of August 2004

I/WE declare that the matters stated in the said Tender, are in all respects true.

I/WE have carefully read the Specifications and General Conditions and Special Conditions as per the Tender call, and have otherwise satisfied ourselves as to the conditions under which the work is to be carried out, and do hereby Tender for and offer to enter into contract with the Corporation of the TOWNSHIP OF WHITEWATER REGION for the supply , delivery and installation of a new flat roof specified.

I/WE hereby agree to comply in all respects with the Specifications and General Conditions attached hereto, which terms and conditions are to be read with and form part of this Tender.

I/WE declare that addenda have been received for this tender document and are attached to this submission, and that I/WE understand it is the bidder's ultimate responsibility to ensure all addenda issued have been received.

I/WE acknowledge that the Township of Whitewater Region can accept or deny, for any reason, any proposal submitted in writing with or in this tender form.

I/WE acknowledge that acceptance of this tender and the issuance of a purchase order shall be considered a binding contract upon both parties. If specified at any time by the Township, it is acknowledged and agreed that the terms and conditions and any representations made in reference to this tender shall be incorporated in a contract to be executed by the parties once the Township of whitewater Region has formally accepted the tender offer.

I/WE warrant that the tendered price shall be valid and binding for a period of ninety (90) days from the date of tender closing.

I/WE warrant that the standard product warranties will be made available with this product to the Municipality

I/WE warrant that if this Tender is made by a Corporation then the party executing this offer on behalf of the Corporation has the authority to bind the Corporation.

Dated this _____ **Day of** _____ **2004**

Signature: _____

Name: _____

Title: _____

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I/WE _____ having examined the specifications and general conditions do hereby offer and agree to supply and deliver the Roof Material and Labour as described in the specifications and at the price stated below:

MATERIAL and LABOUR

Bid Price \$ _____.

P.S.T. \$ _____.

G.S.T. \$ _____.

TOTAL COST \$ _____.

Terms for payment are net 30 days from acceptance of the MATERIAL AND WORKMANSHIP, FINISHED PRODUCT, identified in the tender specifications.

Delivery to be made to The Township of Whitewater Region Sewer Plant at 1 Astrolabe Rd., Cobden, Ont

within ___60___ working days of award of Contract.

Date this _____ day of _____ 2004.

Firm Name: _____

Address: _____

Signing Authority _____

General Conditions

1.1 CLOSING TIME AND DATE:

Sealed tenders on the **form** and in the **envelope** provided, will be received by the Township of Whitewater Region Public Works Supervisor

*At 44 Main St. Cobden Ontario no later than 12:00 p. m. noon

August 27th 2004

Late tenders will be returned unopened.

1.2 TENDER OPENING:

Tenders will be opened in public at 1:00pm ,in the Council chambers

44 Main St Cobden Ontario * SAME DAY and in accordance with TWP policy and procedure.

Bidders will be notified in writing by fax, of the **tender** results.

1.3 INTENT:

This **tender** document covers the purchase **of a new roof installed** . The Township of Whitewater Region reserves the right to award any or all terms specified in this tender which best meets the needs of the Corporation.

The SPECIFICATIONS SECTION of this tender outlines detailed specifications of the roof (accompanied by drawing)

1.4

FREEDOM OF INFORMATION ACT:

The bidder hereby consents to disclosure of any information contained in this tender document, pursuant to The Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M. 56.

1.5 TENDER FORMS:

All areas to be completed in this tender document must be typed or written in ink.

1.6 TENDER ADDENDA

It may be necessary for a variety of reasons to issue addenda which may include, but not be limited to:

- i) correction to the tender documents and related forms
- ii) to extend closing dates for tenders

iii) clarification of parts of the tender documents

iv) responses to specific questions asked by one or more bidder, of The public Works Supervisor(or his designate) and he/she feels should be made available to all bidders

v) retraction or cancellation of the tender.

All addenda issued to bidders who have received tender documents will include a covering letter asking the recipient to confirm receipt of the most recent addendum and any previous addendum via fax,

Addenda will be faxed or mailed to the latest fax/address as provided by the bidder. It is the bidder's responsibility to notify the P.W.S. of any changes to their fax number .

1.7 TAXES:

Prices quoted shall indicate Provincial Sales Tax and G.S.T. extra as shown on the pricing pages.

1.8

PRICE:

Price tendered shall be firm delivered and installed price, including all options and specifications requested.

1.9

MANUFACTURER'S SPECIFICATIONS:

A complete set of Manufacturer's specifications shall be included with the tender reply for each different material tendered. These are not to be sales literature, but detailed dimensional and technical specifications.

1.10

FINAL SELECTION:

Selection shall be based on what is considered to be best for the Municipality and will consider price, compliance with specifications, delivery schedule and proven ability of the manufacturer and/or his agent to provide the Material and Workmanship specified and the service necessary to ensure the continued operation of same , tendered. The decision of the Township of Whitewater Region shall be final based on this criteria.

1.11

Insurance

Before starting any work; the successful contractor will provide to the Township proof of insurance of 5 million coverage.

Valid WSIB Certificate.

GENERAL SPECIFICATIONS

1. These specifications apply to the supply and delivery of a new roof with the following specifications. Specifications not clearly defined herein shall be in accordance with good commercial practice and best quality suitable for the intended use.
2. The equipment specified herein shall be free from mechanical defects and/or design deficiencies that may affect their operation or serviceability.
3. Bidders are welcome to submit a proposal on alternative Roof type, and will be given consideration providing that the alternative roof type is judged to be in the best interest of the Township.
4. While these specifications are very specific with respect to detailed requirements, it is recognized that product development activity may have led to the availability of innovations in certain areas which, if incorporated in the units would improve the operation. Bidders are encouraged to submit such changes as alternate bids separate from the bid complying with the original specifications and acceptance of such alternate bids shall be at the discretion of the Township of White Water Region.
5. These specifications list only the major significant details of the material and labour required. It is the supplier's responsibility to provide the material and labour to complete the job as intended by the owner.
6. Where minimum or maximum requirements are specified, the materials offered must meet or exceed these requirements, unless what is offered as an alternative to the items specified is deemed by the TWP to be acceptable and meets the intent of the specifications.
7. In the event the bidders response to the item(s) specified is not clear as to compliance with the specifications, or is unanswered or unspecified, clarification may be requested by the T.W.P. of the bidder, such clarification to be provided in writing. Changes that affect the intent of the specifications or the price bid will not be acceptable.
8. All Labour and materials offered shall meet or surpass the mandatory requirements of the Building Code , Safety Regulations” and the latest applicable recommended practices, where the use of such Labour and materials by the Township of Whitewater Region may be covered by these regulations.

SPECIFICATIONS: FOR Installation of a truss roof 4-12 pitch

1/ **QUALIFICATION** :Must be in good standing with WSIB and carry 5 million of liability insurance.

2/ **WORK INCLUDED** :

Provide for the proper and complete installation of a 4-12 pitch Pre-Engineered Truss roof, with ice dams, insulation and flashings as required to prevent entry of moisture into the structure below the roof flashings.(AS PER DRAWING.)

3/ **WARRANTY** :

a/ Furnish a 2 year written warranty against leaks or defects in workmanship, undertaking to repair all defects in workmanship and materials becoming evident during the period of this warranty.

b/ Provide a two year warranty on sheet metal work.

c/ Warrantees are from date of roof completion.

d/ The Contractor and Township together will conduct an inspection at one year and any defects found as a result of this inspection will be repaired at no cost to the owner.

4/ **WORKMANSHIP**:

a/ All work shall be of the highest quality in accordance with best trade practice, and to the satisfaction of the owner .

B/ All Safety regulations of the Province of Ontario must be strictly followed .

5/ Dump site provided at no cost By Township.

A/ Do not work during periods of rain, fog, snow or cold temperatures (below -10 deg. C)

B/ When all work under this contract is completed , the contractor will clean up and remove all debris , surplus material , tools and equipment leaving the work area in a condition satisfactory to the owner.

C/ **Attach to this tender a certified cheque in the amount of 10% of the total tender**, made payable to the Municipality. The proceeds of this cheque shall, upon acceptance of the tender, constitutes a deposit which shall be forfeited to the Municipality, if the Contractor fails to file with the Municipality, an executed form of agreement for the performance of the work, in accordance with this tender, within ten (10) calendar days from the date of Acceptance of Tender. Upon satisfactory completion of this contract, the final payment of this contract will include the amount of the certified check

IF ANY FURTHER INFORMATION IS REQUIRED PLEASE CONTACT

JACQUES BENOIT, CHIEF BUILDING OFFICIAL @613-646-2282