

Tender No. **2021-15**

Background

The Township of Whitewater Region is seeking bids **to perform a seal replacement on a plate and frame Beachburg Arena Chiller, model M10-BWFDR to extend the life of the overall asset.** The lowest or any bid will not necessarily be accepted, and the Township reserves the right to award any portion of this tender. This offer shall be irrevocable for a period of sixty (60) calendar days following the date bids are to be received.

Registration and Communications

It is mandatory that you register as a bidder with the Township. Failure to register will result in non-acceptance of your submission.

Please remit Name of Company, Name of Contact Person, Contact Information to Sandra Moss, Purchasing Coordinator at **smoss@whitewaterregion.ca**

Questions related to this tender or the requirements are to be received by **1:00 p.m. on April 23, 2021.**

Where a bidder finds discrepancies or omissions in the tender requirements or otherwise requires any clarification, the bidder should contact the Township in writing by email as noted above. Where the Township deems that an explanation or interpretation is necessary or desirable, an addendum may be issued.

Scope of Tender

Following the attached specifications, project completion by July 30, 2021.

Specifications

A detailed list of specifications is attached. Potential vendors may provide alternatives in the event an equal or better-proven product or method is available. Evaluation of alternatives is the sole discretion of the Township.

Delivery and Official Closing Time of Proposals

All submissions shall be in a sealed envelope, clearly marked "2021-15 Beachburg Arena Plate & Frame Chiller Seal Replacement" and delivered to:

Township of Whitewater Region
44 Main Street
PO Box 40
Cobden, ON K0J 1K0

or

Electronic submission on biddingo.com

Tender submissions must be received not later than **1:00 p.m. on April 28th, 2021.** The time clock in the Council Chambers at the Township Office is the official time for the deadline for submission. The Township is not responsible for submissions which arrive late or are not properly marked. Submissions shall be officially opened after closing time but will not be open to the public due to COVID requirements.

Timeline

The expected timeline for selection is as follows:

March 30, 2021	Tender Issued
April 23, 2021	Deadline for Questions
April 28, 2021	Closing date for Tenders
May 6, 2021	Award by Township
July 30, 2021	Completion Deadline

Township's Purchasing Policies

The Township's Purchasing Policies form an integral part of this proposal and process. A copy is available upon request.



Company Information

1.	Company Name	
2.	Bidder's Contact Individual	
3.	Address (incl. Postal Code)	
4.	Office Phone #	
5.	Cellular #	
6.	Fax #	
7.	Email address	
8.	HST Account #	

I/We hereby submit the attached documents to satisfy the requirements as issued by the Township of Whitewater Region.

I/We agree that we have reviewed and understand the tender documents and I/We are capable and qualified to perform the requirements of the contract.

I/We agree that this offer shall be irrevocable from the time the quotations are opened and extended for a period of 60 days.

I/We agree that this offer acknowledges all addenda and that the pricing quoted includes the provision set out in such addenda.

Bid Submission

The undersigned affirms that they are duly authorized to execute this bid and that all costs associated with this proposal have been submitted in the fee envelope.

BIDDER'S SIGNATURE AND SEAL: _____

NAME AND POSITION: _____

WITNESS SIGNATURE: _____

NAME AND POSITION: _____

DATED AT: _____

THIS _____ DAY OF _____ 202__

Basis of Payment

The Bidder offers to provide the services detailed within the tender package and identified specifications as detailed in the Bidder's submission, to the acceptance of the Township for the following Cost.

Price: \$ _____

HST: \$ _____

Total Price: \$ _____
(including HST)

Specifications

Notify the Technical Standards & Safety Authority (T.S.S.A.) upon arrival.	YES:	NO:
Isolate ammonia and brine	YES:	NO:
Recharge refrigerant levels verify by inspection readings, and replenish as needed.	YES:	NO:
Replace or add appropriate brine filter to enhance the life of infrastructure.	YES:	NO:
Clean and/or purge site glasses.	YES:	NO:
Provide brine analysis and ensure analysis is brought to normal range.	YES:	NO:
Supply and install replacement seals on the Plate & Frame Chiller.	YES:	NO:
Restore work area to its original state.	YES:	NO:
Document inspections with all readings, obtain signature by contractor representative.	YES:	NO:

Specifications ii.

1. This contract must meet all Ontario Provincial Standards applicable to industry standards except as otherwise provided in the provisions. Testing may be requested prior to and/or during the delivery at the contractor's expense.
2. All costs of the contractor's equipment, parts, labour and travel if applicable, shall be included in the price of this contract.
3. Contractor shall be responsible for obtaining all necessary permits at their cost.
4. The Township shall be notified five (5) working days prior to commencement of any operations.
5. The Bidder shall indemnify and save harmless The Corporation of the Township of Whitewater Region against all claims, demands, loss, damages, etc. The Bidder shall keep in force, a comprehensive policy of public liability and property damage insurance acceptable to the Township providing insurance coverage in respect of any one accident to the limit of at least \$2 million (\$2,000,000.00) resulting from, or arising out of any act or omission on the part of the Bidder or any of his employees or agents.
6. The Contractor is required to conform with the *Occupational Health and Safety Act* related to the performance of the contract. In addition, the successful Proponent will be required to supply to the Township a valid

Clearance Certificate issued by the WSIB to supply to the Township within ten (10) days of award or prior to commencement of work, whichever is earlier a valid Clearance Certificate issued by the WSIB.

7. If the time limit is not sufficient to permit completion by the Contractor working a normal number of hours, the contractor may seek an amended date of completion from the Township's representative. If the work is not completed by the above date, or by an amended date allowed by an approved extension, the Contractor agrees to pay the Township a sum of \$300.00 per calendar day, for each day delay in the completion of the work, as liquidated damages.
8. Payment at the contract price shall be compensation in full for performing the work specified in the tender and for the supply of all labour, equipment and materials, except as otherwise provided in the tender, necessary to complete the work to the satisfaction of the Township.
9. Maintenance Period shall be added as follows:
"The contractor shall provide a Maintenance Period of one (1) year after completion of the contract during which the contractor is obligated to repair any defects in workmanship and materials that may become evident."