



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

Bid Receiving/Réception des soumissions

Procurement Hub | Centre d'approvisionnement  
Fisheries and Oceans Canada | Pêches et  
Océans Canada

**Email / Courriel :**

[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)

**REQUEST FOR QUALIFICATIONS /  
DEMANDE DE QUALIFICATION**

Comments: - Commentaires :

<b>Title / Titre</b> Design, fabrication, and installation of one 80.8m guyed VHF Tower at Cape Pine, NL		<b>Date</b> February 14th, 2024
<b>Solicitation No. / N° de l'invitation</b> 30005018		
<b>Client Reference No. / No. de référence du client(e)</b> 30005018		
<b>Solicitation Closes / L'invitation prend fin</b>  <b>At / à :</b> 2 :00 PM  EST (Eastern Standard Time / HNE (Heure Normale de l'Est)  <b>On / le :</b> March 1st, 2024		
<b>F.O.B. / F.A.B.</b> Destination	<b>Taxes</b> See herein — Voir ci-inclus	<b>Duty / Droits</b> See herein — Voir ci-inclus
<b>Destination of Goods and Services / Destinations des biens et services</b> See herein — Voir ci-inclus		
<b>Instructions</b> See herein — Voir ci-inclus		
<b>Address Inquiries to : / Adresser toute demande de renseignements à :</b>  Cal LaKing – Senior Contracting Officer  <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>		

**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>



## IMPORTANT NOTICE TO BIDDERS

### TWO PHASE SELECTION PROCESS

This is the first phase (Phase 1) of a two-phase competition: the first phase will evaluate the qualifications of all bidders; second phase (Phase 2) will invite the qualified bidders to provide a financial bid on the project based on the specifications and drawings. Upon award of contract in Phase Two the pre-qualification list will be terminated, no additional contracts will be awarded.

### DEBRIEFING

**Should a bidder desire a debriefing, the bidder should contact the person identified on the front page of the Request for Qualifications within 15 working days of the notification of the results of the solicitation. The debriefing will include an outline of the strengths and weaknesses of the submission, referring to the evaluation criteria. The confidentiality of information relating to other submissions will be protected. The debriefing may be provided in writing, by telephone or in person.**

### BID CHALLENGE AND RECOURSE MECHANISMS

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
  - Office of the Procurement Ombudsman (OPO)
  - Canadian International Trade Tribunal (CITT)

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 \$30,300 for goods and \$121,200 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).

- (c) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

### LIST OF PRE-QUALIFIED BIDDERS

A list of pre-qualified bidders from Phase 1 will not be released. Contract award notice of the successful bidder of Phase Two will be posted on [CanadaBuys](#).



## INSTRUCTIONS TO BIDDERS

1. This is a two phase selection process. Bidders responding to this selection process are requested to submit a bid in two phases. Phase 1 bid covers only the qualifications and experience of the Bidder. Following the evaluation of the submissions, Bidders will be advised of their standings. Pre-Qualified Bidder(s) will advance to Phase Two. Bidders will be sent via email an Invitation to Tender (ITT) including the specification and drawings for the financial evaluation in relation to the requirement.

2. **ENQUIRIES:** All enquiries are to be submitted in writing to the Contracting Authority at [DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca](mailto:DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca) as well as to the address of the contracting authority listed on page 1 of this document.

Enquiries are to be made in writing and should be received no less than five (5) working days prior to the closing date to allow sufficient time to respond.

3. **Qualification Submittal** - Annex 2 – Phase 1 Qualification Form must be submitted **ONLY** to the Fisheries and Oceans Canada by the date, time and place indicated on page 1 of the Request for Qualifications. Fisheries and Oceans Canada will not assume responsibility for submissions directed to any other location.

The maximum size per email (including attachments) is limited to 10MB. If the limit is exceeded, your email might not be received by Fisheries and Oceans Canada. 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 Fisheries and Oceans Canada to receive the proposal by the closing period indicated in the Phase 1 – Request for Qualifications. **Emails with links to bid documents will not be accepted.**

For bids transmitted by email, Fisheries and Oceans Canada will not be responsible for any failure attributable to the transmission or receipt of the email bid.

**Bids transmitted by facsimile to Fisheries and Oceans Canada will not be accepted.**

4. Annex 2 – Phase 1 Qualification Form, **front page of the Request for Qualifications** and any required associated document(s) shall be submitted by email as a pdf attachment with the following information clearly typed in the subject line:

- Phase 1 Qualification Form; and
- Solicitation Number.

Any clarifications or changes to the Phase 1 – Request for Qualifications will result in an addendum being posted on the [CanadaBuys](#) and will be included as an amendment to the Request for Qualifications to the bid solicitation. The first page of all addendum(s) that have been duly signed/initialed verifying proof of receipt or written acknowledgement of receipt of addendum(s) should be submitted with the bid but may be submitted afterwards. If any addendum(s) are not acknowledged as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the documentation within the time frame specified will render the bid non-responsive.

## 5. 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.

**6. 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.



## ANNEX 1 - DESCRIPTION OF PROJECT – STATEMENT OF WORK

Design, fabrication, and installation of one 80.8m guyed VHF Tower at Cape Pine, NL

Communication Sites: Cape Pine, Newfoundland and Labrador

### Summary of Work:

The work covered under this project consists of all labour materials and equipment to facilitate the design, fabrication and installation of one 80.8m guyed tower at a proposed location at the Cape Pine CCG site to the full extent of specifications and drawings for the Canadian Coast Guard.

- .1 The design, fabrication, and installation of one 80.8m Guyed tower and the demolition of the existing guyed tower at Cape Pine as indicated in the technical specification and more particularly, specified herein.
- .2 The Contractor is responsible for the transportation of the tower and all materials and equipment to the Cape Pine site (loading and unloading).
- .3 The Contractor is responsible for the engineering design, fabrication and installation of a 80.8m Guyed tower structure for Cape Pine, NL as per site specific environmental and loading conditions including, hot-dip galvanizing of tower structure, foundations, waveguide bridge, grounding systems, ice shields, antenna mount(s) and antenna/tower interface components and all other material required to meet the terms of this contract.
- .4 The Contractor is responsible for the safe dismantling and disposal of the existing guyed tower including antennas and antenna systems, transmission lines, guys and anchor systems and ground system. Salvage items as directed by DFO.
- .5 The Contractor is responsible for the testing of all systems in presence of Coast Guard personnel and a report of the testing results to be delivered to owner no later than ten (10) working days after completion of all the testing. Testing shall include but not be limited to:
  - Welding
  - Concrete
  - Rock Bolts (if applicable)
  - Transmission Lines
- .6 Documentation on the system and subsystem is to be provided by the Contractor. This shall include but not limited to:
  - Complete set of detailed drawings.
  - A complete maintenance manual indicating required maintenance for all installed components, schedule and parts list.
  - A complete report on all system testing.
- .7 The work included in this contract is specified in the format of technical specification document. The Contractor remains responsible for the appropriation of the work between the trade, Sub-contractors, their own forces and suppliers. DFO 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:

Cape Pine, Newfoundland and Labrador

Latitude: 46° 36' 58.7" North

Longitude: 53° 31' 58.5" West



Start Date:

Upon Contract Award

Completion Date:

Substantial completion of Design and Fabrication to be completed by June 30th, 2024. On-site work to be completed by September 30th, 2024



**ANNEX 2 – PHASE 1 QUALIFICATION FORM**

The Contractor's Representative for the Contract is:

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

**MANDATORY REQUIREMENTS**

At Phase 1 bid closing time, the Bidder must:

- a) comply with the following Mandatory Requirements; and
- b) provide the necessary documentation to support compliance.

Phase 1 – Qualification Form mandatory requirements, as described below, all mandatories **MUST** be included with the bidder's submission at time of bid closing. Failure by the bidder to provide the required evidence will result in the bidder being disqualified and no further consideration will be given to the bidder and the submission will be deemed non responsive.

Proposals will be evaluated in accordance with the mandatory evaluation criteria as detailed herein. Bidders' Proposals must clearly demonstrate that they meet all Mandatory Requirements for the proposal to be considered for further evaluation. Proposals not meeting the mandatory criteria will be excluded from further consideration.

<b>No.</b>	<b>Mandatory Criteria</b>
<b>M1</b>	<p>The Bidder must demonstrate they have completed ten (10) *commercial tower design and fabrication projects of guyed steel towers over forty-five (45) meters in height within 60 months from solicitation closing.</p> <p>To demonstrate this experience, the Bidder must provide project details using the Mandatory 1 boxes below (all information must be provided in order to be compliant).</p> <p>**Commercial construction is defined as any construction of an exclusively non-residential nature, where the final purpose of the structure is for either:            a) commerce - whether public or private; or            b) ***service – whether public or private; or</p> <p>***Service is defined as a system, program or method satisfying a public or private need, and which complies with the definition of commercial construction above.</p> <p>Commercial construction includes all structures sub-defined under the definition of an institutional structure.</p>
<b>M2</b>	<p>The Bidder must propose a site foreman that has successfully completed five (5) installation projects of guyed steel towers over forty-five (45) meters in height within 60 months from solicitation closing.</p> <p>To demonstrate this experience, the Bidder must provide project details using the Mandatory 2 boxes below (all information must be provided in order to be compliant).</p>



**Mandatory 1 – Project One (1):**

<b>Project Start Date(YYYY/MM/DD):</b>	<b>Project 100% Completion Date(YYYY/MM/DD):</b>
<b>Project Location:</b>	
<b>Project Title:</b>	
Was this project 100% completed in the past 60 months? _____Yes or _____No	
Was this project a **commercial construction project? _____Yes or _____No	
<b>Tower Height:</b>	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)	

**Mandatory 1 – Project Two (2):**

<b>Project Start Date(YYYY/MM/DD):</b>	<b>Project 100% Completion Date(YYYY/MM/DD):</b>
<b>Project Location:</b>	
<b>Project Title:</b>	
Was this project 100% completed in the past 60 months? _____Yes or _____No	
Was this project a **commercial construction project? _____Yes or _____No	
<b>Tower Height:</b>	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)	





Mandatory 1 – Project Three (3):	
Project Start Date(YYYY/MM/DD):	Project 100% Completion Date(YYYY/MM/DD):
Project Location:	
Project Title:	
Was this project 100% completed in the past 60 months? _____Yes or _____No	
Was this project a **commercial construction project? _____Yes or _____No	
Tower Height:	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)	

Mandatory 1 – Project Four (4):	
Project Start Date(YYYY/MM/DD):	Project 100% Completion Date(YYYY/MM/DD):
Project Location:	
Project Title:	
Was this project 100% completed in the past 60 months? _____Yes or _____No	
Was this project a **commercial construction project? _____Yes or _____No	
Tower Height:	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)	



**Mandatory 1 – Project Five (5):**

Project Start Date(YYYY/MM/DD):

Project 100% Completion Date(YYYY/MM/DD):

Project Location:

Project Title:

Was this project 100% completed in the past 60 months? \_\_\_\_\_Yes or \_\_\_\_\_No

Was this project a \*\*commercial construction project? \_\_\_\_\_Yes or \_\_\_\_\_No

Tower Height:

Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)

**Mandatory 1 – Project Six (6):**

Project Start Date(YYYY/MM/DD):

Project 100% Completion Date(YYYY/MM/DD):

Project Location:

Project Title:

Was this project 100% completed in the past 60 months? \_\_\_\_\_Yes or \_\_\_\_\_No

Was this project a \*\*commercial construction project? \_\_\_\_\_Yes or \_\_\_\_\_No

Tower Height:

Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)



Mandatory 1 – Project Seven (7):	
Project Start Date(YYYY/MM/DD):	Project 100% Completion Date(YYYY/MM/DD):
Project Location:	
Project Title:	
Was this project 100% completed in the past 60 months? _____Yes or _____No	
Was this project a **commercial construction project? _____Yes or _____No	
Tower Height:	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)	

Mandatory 1 – Project Eight (8):	
Project Start Date(YYYY/MM/DD):	Project 100% Completion Date(YYYY/MM/DD):
Project Location:	
Project Title:	
Was this project 100% completed in the past 60 months? _____Yes or _____No	
Was this project a **commercial construction project? _____Yes or _____No	
Tower Height:	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)	



Mandatory 1 – Project Nine (9):	
Project Start Date(YYYY/MM/DD):	Project 100% Completion Date(YYYY/MM/DD):
Project Location:	
Project Title:	
Was this project 100% completed in the past 60 months? _____Yes or _____No	
Was this project a **commercial construction project? _____Yes or _____No	
Tower Height:	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)	

Mandatory 1 – Project Ten (10):	
Project Start Date(YYYY/MM/DD):	Project 100% Completion Date(YYYY/MM/DD):
Project Location:	
Project Title:	
Was this project 100% completed in the past 60 months? _____Yes or _____No	
Was this project a **commercial construction project? _____Yes or _____No	
Tower Height:	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)	



**Mandatory 2 – Project One (1):**

Project Start Date(YYYY/MM/DD):

Project 100% Completion Date(YYYY/MM/DD):

Project Location:

Name of Foreman:

Project Title:

Was this project 100% completed in the past 60 months? \_\_\_\_\_Yes or \_\_\_\_\_No

Was this project a \*\*commercial construction project? \_\_\_\_\_Yes or \_\_\_\_\_No

Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)

**Mandatory 2 – Project Two (2):**

Project Start Date(YYYY/MM/DD):

Project 100% Completion Date(YYYY/MM/DD):

Project Location:

Name of Foreman:

Project Title:

Was this project 100% completed in the past 60 months? \_\_\_\_\_Yes or \_\_\_\_\_No

Was this project a \*\*commercial construction project? \_\_\_\_\_Yes or \_\_\_\_\_No

Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)



**Mandatory 2 – Project Three (3):**

Project Start Date(YYYY/MM/DD):

Project 100% Completion Date(YYYY/MM/DD):

Project Location:

Name of Foreman:

Project Title:

Was this project 100% completed in the past 60 months? \_\_\_\_\_Yes or \_\_\_\_\_No

Was this project a \*\*commercial construction project? \_\_\_\_\_Yes or \_\_\_\_\_No

Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)

**Mandatory 2 – Project Four (4):**

Project Start Date(YYYY/MM/DD):

Project 100% Completion Date(YYYY/MM/DD):

Project Location:

Name of Foreman:

Project Title:

Was this project 100% completed in the past 60 months? \_\_\_\_\_Yes or \_\_\_\_\_No

Was this project a \*\*commercial construction project? \_\_\_\_\_Yes or \_\_\_\_\_No

Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)



**Mandatory 2 – Project Five (5):**

**Project Start Date(YYYY/MM/DD):**

**Project 100% Completion Date(YYYY/MM/DD):**

**Project Location:**

**Name of Foreman:**

**Project Title:**

**Was this project 100% completed in the past 60 months? \_\_\_\_\_Yes or \_\_\_\_\_No**

**Was this project a \*\*commercial construction project? \_\_\_\_\_Yes or \_\_\_\_\_No**

**Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.)**



### **ANNEX 3 - BID SUBMISSION CHECK LIST**

#### **Submission of Bid:**

- Front page of the Request for Qualifications:** completed and signed
- Annex 2 – Phase One Qualification Form:** completed
- Front page of Addendum(s) (if applicable):** signed or initialed

**To be submitted by the date, time and place indicated on page 1 of the bid solicitation.**