

**INVITATION TO SUBMIT AN EXPRESSION OF INTEREST (EOI)  
AS TO THE AVAILABILITY OF RESIDENTIAL SPACE FOR LEASE  
IN THE TOWN OF HAY RIVER, NORTHWEST TERRITORIES  
FILE NUMBER 125779**

Public Services and Procurement Canada (PSPC) is asking interested parties to provide information for a potential lease of residential space that meets the following criteria:

- One (1) unit with either two (2) or three (3) bedrooms and one (1) energized parking space. Preference may be given to units with two (2) bedrooms.

**Section A: Lease Components**

- a lease term of approximately five (5) years, commencing on or about July 1, 2024;
- the proposed space should satisfy or be capable of satisfying the following criteria:
  - each proposed unit must include a living room, dining area, kitchen with a full size stove, refrigerator, one full bathroom, on site laundry with full size washer and dryer and sufficient residential storage space;
  - the physical characteristics of the land, the building and the area and environment surrounding it, including neighbouring land uses, shall be compatible with the Lessee's intended use of the accommodation.
- the proposed unit must be located in the Town of Hay River;
- PSPC will reserve the right to early terminate any unit with 90 days' notice prior to the intended early termination date;
- PSPC will reserve the right to install in/on the proposed residential unit, equipment to monitor fuel, water and electricity consumption;
- proposed unit must, on or before the lease commencement date, comply with:
  1. all requirements contained in PSPC's *Standards for Leased Residential Accommodation*, a copy of which may be obtained from the contact listed in Section E;
  2. the Canada Labour Code as applicable to fire, health and safety;
  3. the Canadian Electrical Code;
  4. the National Building Code of Canada;
  5. all other applicable Codes and Standards and all local laws and by-laws.

Note: PSPC may wish to visit or inspect the proposed space upon reasonable notice and a threat and risk assessment may be undertaken in order to assess potential threats to the security of the proposed space and to the public.

## **Section B: Responses**

Interested parties are requested to submit their response to this EOI in writing to the following address:

Public Services and Procurement Canada  
Suite 1000, 9700 Jasper Avenue  
Edmonton, Alberta T5J 4C3

Attention: Leon Lam

or by email to the contact listed below in Section E.

Please indicate File No. 125779 on all correspondence.

## **Section C: Responses Requested by**

As this may be the only invitation to submit an Expression of Interest for this potential lease project, owners/agents/mandatories should provide their response by April 11, 2024. Any response received after this date may not be considered.

## **Section D: Information Provided by Interested Parties or Agents of Interested Parties**

Information provided by interested parties or agents of interested parties should include the file number, the location and municipal address of the residential unit(s), the size of the proposed residential unit(s), copy of the proposed floor plan(s), details addressing the criteria listed above in Section A. Agents submitting a response to this EOI must provide PSPC with a letter authorizing them to do so.

## **Section E: Additional Information**

For more information, please contact Leon Lam, Leasing Officer, by phone at 587-338-3619 or by email to: [leon.lam@tpsgc-pwgsc.gc.ca](mailto:leon.lam@tpsgc-pwgsc.gc.ca).

## **Section F: List of Available Units**

This EOI is issued in order to invite interested parties to demonstrate their interest in providing the requirements described herein. This information may be included in a list of residential units and used for potential future solicitations.

## **Section G: Not a Solicitation Process**

Note that this is not a tender process, nor a request for proposal, but only an inquiry as to the availability of space to lease. PSPC will not necessarily invite offers, or lease any space, and may not post any future ads related to this request. The information provided through this EOI may be included in a source list of available space and PSPC may issue an invitation to tender for other leasing requirements based on this information, or based on any other information which may come to its attention prior to an issuance of an invitation to tender; or it may invite offers by way of public tender. PSPC reserves the right to proceed with an Invitation to Offer to Lease by inviting only parties deemed to most effectively meet specific operational, security and public safety requirements.