



REQUEST FOR TENDERS FOR:

PART ONE - Prequalification

RFT #:

Issued By: Manitoba Housing

Issue Date:

Site Visit

Closing Date:

**Bids to be submitted electronically
Via MERX portal
@ www.merx.com/manitobahousing**

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INSTRUCTION TO BIDDERS

1 PROJECT NAME

1.1

2 UNIQUE PROVISIONS

2.1 Trade Agreements

2.1.1 Manitoba Housing is dedicated to open, fair and transparent business conduct. Proponents should note, procurements falling within the scope of Chapter 19 of the Canadian-European Union (EU) Comprehensive Economic and Trade Agreement (CETA) and Chapter 5 of the Canadian Free Trade Agreement are subject to that chapter but the rights and obligations of the parties shall be governed by the specific terms of each particular tender call.

2.2 Submission Deadline:

2.2.1 No later than **2:00:00 P.M.** Central time on

2.2.2 Bids must be submitted electronically before the submission deadline via the MERX portal at the web address: www.merx.com/manitobahousing.

2.3 MERX Electronic Bid Submission (EBS):

2.3.1 Electronic bid submission through the use of MERX shall be mandatory for the purpose of this bid solicitation.

2.3.2 Bid submissions must be submitted electronically, prior to the submission deadline noted in 2.2, through MERX at www.merx.com/manitobahousing, the electronic bid submission system used by Manitoba Housing.

2.3.3 For assistance in using MERX, Bidders may watch the following online Electronic Bid Submission tutorial <https://www.merx4.merx.com/public/Help>. Alternatively, you can contact MERX customer service directly at 1-800-964-6379 or via email at merx@merx.com.

2.3.4 Bidders must obtain a unique PIN number from MERX in order to upload electronic bid submission documents. It is important to keep this PIN number in a permanent location as it will be required each time you wish to submit a bid response to a Manitoba Housing call to tender.

2.3.5 Large documents may take time to upload. You should allow sufficient time to upload and submit your bid submission. Factors beyond the control of Manitoba Housing may affect the time required to upload a submission document to MERX.

- 2.3.6 It is the sole responsibility of the Bidder to ensure all bid submissions and all other responses and submissions required from the bidder in this Request for Tenders are received within the deadlines contemplated herein.
- 2.4 Bid submissions:
- 2.4.1 must be submitted in Adobe PDF, Microsoft Word, Excel or JPEG format unless otherwise stated, documents not submitted in these formats will render a bid non-compliant;
 - 2.4.2 must include the mandatory components as outlined in 5.2;
 - 2.4.3 should include the requested components as outlined in 5.3; and
 - 2.4.4 should include your company name on each document submitted.
- 2.5 Brief Description of Work:
- 2.5.1 This is a public tender open to all Bidders. Any resulting contract will be CCDC2 (2008) Stipulated Price Contract as amended by Manitoba Housing Supplemental Conditions.
 - 2.5.2 Manitoba Housing requires the services of a General Contractor for a _____. The Scope of Work includes, but is not limited to,_____.
 - 2.5.3 Work site location will be occupied during construction.
- 2.6 Work Site Location:
- 2.7 Site Visit
- 2.7.1 Information provided in writing by the Manitoba Housing Contract Administrator identified in Section 3 will be binding on Manitoba Housing. Information provided verbally at the site visit will not be binding on Manitoba Housing.
 - Date/Time:
 - Location:
 - Attendance is:
 - Subcontractor Attendance:
 - 2.7.2 All Bidders are to meet at _____ prior to _____. and sign the Site Visit Attendance sheet.
 - 2.7.3 Additional site visits are scheduled for:
 - Date/Time:
 - Location:
 - 2.7.4 Bidders attendance at the site visit is optional. The purpose of the optional site visit is to allow general contractors and subcontractors opportunity to

view the site and measure for scope requirements. The Project Manager and Consultant are not present for this site visit.

- 2.7.5 If Bidders are not available to attend the scheduled site visit but still wish to view the site, an appointment may be arranged by contacting the Project Manager, _____, at 204-_____. Manitoba Housing provides all tenants 48 hours notice prior to entering a unit. All Bidders requesting to view the interior of an occupied site must allow the Project Manager time to provide notice to the tenants.

3 ENQUIRIES AND CLARIFICATIONS

- 3.1 Information provided in writing by the Manitoba Housing Contract Administrator identified below will be binding on Manitoba Housing. Information provided verbally is not binding on Manitoba Housing.

- 3.2 Enquiries and requests for clarifications about the Scope of Work or the tender documents must be submitted via email to the Contract Administrator at:

Contract Administrator:

Email:

Only enquiries and requests sent to the Contract Administrator will receive a response.

- 3.3 Request for Equal must be submitted on a completed form provided at the following website: www.gov.mb.ca/housing/mh/business/procurement.html. The completed form must be received ten (10) business days before the RFT Part Two submission deadline. Submit via email to the Project Manager at:

Project Manager:

Email:

- 3.4 If a Bidder finds errors, discrepancies or omissions in the tender documents, they must notify the Contract Administrator of the error, discrepancy or omission as soon as possible after having found it.

- 3.5 If a Bidder is unsure of the meaning or intent of any provision in the tender documents, they must request a clarification via email from the Contract Administrator at least five (5) business days before the submission deadline.

- 3.6 Response to enquiries or requests for clarification will be provided by the Contract Administrator. If the Contract Administrator is of the opinion the response requires a correction to or a clarification of the tender documents, the response will be provided to all Bidders by issuing an addendum via MERX. MERX automatically alerts Bidders of addendum.

- 3.7 Response to enquiries or requests for clarification which, in the opinion of the Contract Administrator, does not require a correction to or a clarification of the

tender documents, will only be provided to the Bidder(s) inquiring or seeking the clarification by the Contract Administrator via email.

4 TENDER AMENDMENTS

4.1 The Contract Administrator may issue an addendum via MERX for the following:

- 4.1.1 to extend the submission deadline;
- 4.1.2 to address an error, discrepancy or omission in the tender documents; or
- 4.1.3 to provide clarification in the tender document regarding errors, discrepancies, omissions or ambiguity.

4.2 MERX automatically alerts Bidders of updates.

4.3 Bidders are responsible for ensuring they have received all addenda and have considered the effect of such addenda in formulating their bids. Failure to acknowledge receipt of an addendum renders a bid non-responsive.

5 BID

5.1 The bid submission has two parts. Part One – Prequalification will be evaluated in accordance with Section 18. Those Bidders whose Part One – Prequalification receives a minimum of 85 out of a possible 100 available evaluation points will be contacted via email by the Contract Administrator to participate in Part Two – Bid Submission. Should Bidders fail to earn a minimum of 85 out of 100 available evaluation points in Part One, they will be notified via email by the Contract Administrator they did not qualify to participate in Part Two.

5.2 Part One – Prequalification must have the following mandatory information. Failure to provide this will result in a non-compliant bid.

- 5.2.1 Appendix 2 – Tender Form (Section 6);
- 5.2.2 Letter of Comfort or Audited Financial Statement (Section 7); and
- 5.2.3 Appendix 3 - Status in Relation to Government (Section 8 & 9).

5.3 Part One – Prequalification should have the following information to be evaluated in accordance with Section 18 Bidders failing to provide the weighted evaluation criteria as outlined in Section 10, 11, 12, 13 and 14 will result in lower evaluation points for that section:

- 5.3.1 Appendix 4 - Project References (Section 10);
- 5.3.2 Project Team (Section 11);
- 5.3.3 Project Methodology (Section 12);
- 5.3.4 Project Strategy (Section 13); and
- 5.3.5 Construction Schedule (Section 14).

- 5.4 Each document as described in 5.2 and 5.3 must be loaded on MERX as separate attachments in accordance with 2.3 by the submission deadline noted at 2.2.
- 5.5 It is solely the Bidder's responsibility to ensure its bid is submitted in accordance with the electronic bid submission instructions outlined in 2.3. No other form of bid submission will be accepted. Bids that do not comply with submission instructions will be deemed non-compliant.
- 5.6 All compliant bid submissions will be evaluated in accordance with Section 18.
- 5.7 The successful Bidder in Part Two will be required to submit the Declaration Form - Criminal Record Search and Child Abuse Registry Check. A sample of the form is available online at the following link:
<http://www.gov.mb.ca/housing/mh/business/procurement-resources.html>.

6 TENDER FORM (APPENDIX 2)

- 6.1 The Bidder must complete the Tender Form, attached hereto as Appendix 2, making all required entries.
- 6.2 The Bidder must identify a contact person who is authorized to represent the Bidder for the purpose of the bid. The contact person's name and telephone number must be shown on the tender form. The contact person does not have to be the Authorized Signer but requires a PIN to submit a bid electronically. The Bidder is responsible to inform Manitoba Housing of any changes to the contact person and phone number.
- 6.3 The tender form must be signed and dated by the Bidder's Authorized Signer who has the authority to bind the Bidder to the terms and conditions of this RFT and the resulting contract. The name and official capacity of the Authorized Signer must be printed below the signature(s). All signatures must be original and in ink.
- 6.4 Bids submitted jointly by two or more persons must be signed by each Authorized Signer of each of the joint Bidders and the undertakings, obligations and covenants of joint Bidders, for both the bid and contract (if awarded) shall be joint and several.

7 LETTER OF COMFORT OR AUDITED FINANCIAL STATEMENT

- 7.1 Bidders must provide:
 - 7.1.1 a Letter of Comfort from the Bidder's bank or financial institution stating the Bidder's accounts are in good standing; or
 - 7.1.2 an audited Financial Statement prepared according to generally accepted auditing standards and certified by a Chartered Professional Accountant.
- 7.2 A Letter of Comfort or audited Financial Statement that does not demonstrate a reasonable ability of the bidder to successfully fulfill a contract (if awarded), contains material error or misleading information will result in a non-compliant bid.

8 STATUS IN RELATION TO GOVERNMENT (APPENDIX 3)

- 8.1 Bidders must provide a list of all legal, regulatory or administrative proceedings currently pending or concluded adversely in whole or in part against the Bidder that relate to procurement and/or performance of any public or private construction contract. If this is not applicable, the Bidder must indicate so on Appendix 3 - Status in Relation to Government.
- 8.2 Bidders must acknowledge any conflict of interest or possible conflict of interest or perceived conflict of interest existing either directly or through a Sub-contractor on Appendix 3 - Status in Relation to Government.
- 8.3 Manitoba Housing, in its sole discretion, will reject submissions if an actual or potential conflict of interest exists.

9 PERFORMANCE

- 9.1 Events of Default involving a Bidder and Manitoba Housing and other contracts or agreements including but not limited to those with Manitoba Housing may result in that Bidder being deemed non-compliant in accordance with Section 18.
- 9.2 Without limiting the generality of 9.1 above, an Event of Default will be deemed to have occurred if the Contractor:
 - 9.2.1 has abandoned works;
 - 9.2.2 is adjudged bankrupt or files for bankruptcy, is or becomes insolvent, makes a general assignment for the benefit of his creditors, or has a receiver or liquidator appointed in respect of his assets;
 - 9.2.3 is not performing or has not been performing the work, or any part thereof, in a sound and workmanlike manner and in all respects in strict conformity with the contract;
 - 9.2.4 is not or has not been progressing continuously or satisfactorily with any Works or any part thereof, and in such a manner as to ensure the completion of the Work or any part thereof, in accordance with a work schedule;
 - 9.2.5 fails or has failed to take down, rebuild, repair, alter or amend any defective or deficient work, or to remove any defective or deficient material;
 - 9.2.6 fails or has failed to remedy defects or deficiencies during the warranty period in the manner and within the time periods specified by a Project Manager;
 - 9.2.7 fails or has failed to make prompt payment to his subcontractors, his employees or on account of the purchase or rental of plant or material;
 - 9.2.8 fails or has failed to promptly secure a discharge of a lien or trust claim served upon Manitoba Housing pursuant to The Builders' Liens Act;
 - 9.2.9 fails or has failed to comply with any laws, by-laws or statutory regulations;

- 9.2.10 refuses or neglects or has refused or neglected to comply with an order given by a Project Manager; or
 - 9.2.11 commits or has committed any other breach of a contract.
- 9.3 Manitoba Housing reserves the right to determine a Bidder non-compliant based on past performance.

10 PROJECT REFERENCES (APPENDIX 4)

- 10.1 Bidders should submit all project references in the same format provided in Appendix 4. Failure to provide the weighted evaluation criteria as outlined in Section 10 will result in lower evaluation points.
- 10.2 Bidders should consider and describe in detail, the following in the project references:
- 10.2.1 projects similar in size, scope, value and timeline as described in this tender;
 - 10.2.2 construction capability and experience to meet or exceed the requirements of this tender; and
 - 10.2.3 no less than three (3), and no more than five (5), previous similar projects identified and described in detail. Manitoba Housing will only review and evaluate up to and including the first five (5) references received.
- 10.3 Acceptable project references should demonstrate the following:
- 10.3.1 projects completed in a comparable area;
 - 10.3.2 completion of a single project or multiple projects that include all major deliverables in the Scope of Work that are of a similar Scope of Work, size, value and complexity outlined in 2.5.2;
 - 10.3.3 each project reference should include a minimum of 80% of all major deliverables in the Scope of Work;
 - 10.3.4 each project reference size should be similar to the type of structure(s) identified in the Scope of Work;
 - 10.3.5 each project reference should be equal to or greater than ____; and
 - 10.3.6 must be completed in the last five (5) years and started in the last six (6) years from the date of the tender submission deadline.
 - 10.3.7 Project references not meeting the requirements in 10.3.6 will not be evaluated.
- 10.4 Bidders should provide the following information for each project reference:
- 10.4.1 type of work completed;
 - 10.4.2 project relevance to the proposed Scope of Work, value and complexity;

- 10.4.3 detailed project description demonstrating the Scope of Work performed and its relevance to the proposed Scope of Work outlined in 2.5.2;
 - 10.4.4 project name (if applicable);
 - 10.4.5 reference company including a contact person and contact information;
 - 10.4.6 scheduled start and completion dates;
 - 10.4.7 total construction value; and
 - 10.4.8 before and after pictures if available.
- 10.5 Manitoba Housing evaluates the written information in 10.3 and 10.4 submitted by the Bidder. The Bidder's project references are contacted after the Bidder's written submission receives 85 or more out of 100 available evaluation points in Part One.
- 10.6 Manitoba Housing must receive satisfactory project references for the Bidder to qualify in Part One.
- 10.7 Manitoba Housing, for purposes of evaluating project references, reserves the right to contact any other person or persons known or who come to be known by Manitoba Housing to have obtained services from the Bidder within the last five (5) years and to consider the responses of these persons for the purpose of determining satisfactory project references.

11 PROJECT TEAM

- 11.1 Bidders should provide, a minimum of one (1) resume for each of the proposed Project Manager(s) and Site Superintendent(s) who will be dedicated to the project for the duration of the construction period. Failure to provide the weighted evaluation criteria as outlined in Section 11 will result in lower evaluation points. The resumes should include the following:
- 11.1.1 team member's role for this project;
 - 11.1.2 years of experience in proposed role;
 - 11.1.3 years of employment with the Bidder;
 - 11.1.4 at least two (2) references for each proposed Project Manager and Site Superintendent;
 - 11.1.5 a detailed description of two (2) projects that include a minimum of 80% of all major deliverables in the Scope of Work;
 - 11.1.6 each project reference should be similar to this Scope of Work in size, and value outlined in 2.5.2;
 - 11.1.7 each project reference should be completed within the past five (5) years; and
 - 11.1.8 each project reference should indicate the project team member's role and responsibility during the referenced project.

- 11.2 Manitoba Housing evaluates the written information in 11.1 submitted by the Bidder. The Bidder's project team references may be contacted after the Bidder's written submission receives 85 or more out of 100 available evaluation points in Part One.
- 11.3 Manitoba Housing, for purposes of evaluating project team references, reserves the right to contact any other person or persons known or come to be known by Manitoba Housing to have obtained services by any member of the project team within the last five (5) years and to consider the responses of these persons for the purpose of determining satisfactory project team members.
- 11.4 Manitoba Housing must receive satisfactory project team references for the Bidder to qualify in Part One.
- 11.5 Manitoba Housing may consider a bid non-compliant if a Bidder requests a change to the Project team after the bid submission deadline of Part One.
- 11.6 The successful Bidder must request and receive written approval from Manitoba Housing prior to Project Team changes during construction.

12 PROJECT METHODOLOGY

- 12.1 Bidders should include a project methodology outlining, in detail, their plan for proceeding with various stages of the Scope of Work through to completion of the project. Failure to provide the weighted evaluation criteria as outlined in Section 12 will result in lower evaluation points.
- 12.2 Bidders should consider and provide comment on each of the following in the methodology:
 - 12.2.1 Sequence of events (critical path) to achieve substantial performance;
 - 12.2.2 Major deliverables of each sequence of events; Permits, equipment, employees, trades and subcontractors needed for major deliverables, to complete the Work;
 - 12.2.3 Project dependencies as it relates to the sequence of events;
 - 12.2.4 Risks associated with the project, including, but not limited to the risks identified in the scope of work, and the assessment and mitigation of those risks; and
 - 12.2.5 Time constraints throughout the project.

13 PROJECT STRATEGY

- 13.1 Bidders should provide a description of their strategy, specific to this project, in each of the following areas (maximum half page per area). Generic responses may result in lower evaluation points. Failure to provide the weighted evaluation criteria as outlined in Section 13 will result in lower evaluation points.

- 13.1.1 Cost management should include the process required to ensure the project is completed within the approved budget. The process should identify:
 - 13.1.1.1 who is responsible for managing costs;
 - 13.1.1.2 who is reporting on deviations such as, but not limited to, change orders, rework and credits; and
 - 13.1.1.3 frequency and format of reporting.
- 13.1.2 Quality management should include the process required to ensure the project satisfies the product, workmanship, and project needs. The process should include:
 - 13.1.2.1 quality plan – how the Bidder will manage quality;
 - 13.1.2.2 quality control – how the Bidder ensures the standards of quality construction will be met;
 - 13.1.2.3 quality assurance – how the Bidder ensures the completed construction complies with contract requirements;
 - 13.1.2.4 tools and techniques used – type of software or manual processes used by the Bidder;
 - 13.1.2.5 quality records and storage of the records;
 - 13.1.2.6 reports produced, their purpose, timing and recipient; and
 - 13.1.2.7 timing of the quality activities and personnel responsible.
- 13.1.3 Human resource management should include the process required to make the most effective use of employees and subcontractors and management of them in the project. The process should include:
 - 13.1.3.1 roles and responsibilities of project team members;
 - 13.1.3.2 how human resources and certified skill sets are acquired;
 - 13.1.3.3 training provided; and
 - 13.1.3.4 management of team and activities.
- 13.1.4 Communication management should include the process to ensure:
 - 13.1.4.1 timely and appropriate generation, collection, dissemination, storage, and ultimate disposition of project information.
- 13.1.5 Risk management should include the process for identifying:
 - 13.1.5.1 potential risk and the assessment, mitigation and communication of those risks;
 - 13.1.5.2 tools and techniques;
 - 13.1.5.3 report formats, timing and communication;
 - 13.1.5.4 scale for estimating probability and impact; and

13.1.5.5 roles and responsibilities for activities.

13.1.6 Procurement management should include the process to acquire:

13.1.6.1 the goods and services to attain project scope from outside the organization.

14 CONSTRUCTION SCHEDULE

14.1 Bidders should provide a construction schedule showing weekly and monthly tasks from start to finish date. Failure to provide the weighted evaluation criteria as outlined in Section 14 will result in lower evaluation points.

14.2 Bidders must submit the construction schedule in the form of a Gantt chart and include the following:

14.2.1 project start date;

14.2.2 all major deliverables;

14.2.3 task constraints;

14.2.4 project Substantial Performance of the Scope of Work within __ weeks of the start date; and

14.2.5 project Total Performance of the Scope of Work within __ weeks of the start date.

15 QUALIFICATION OF BIDDERS

15.1 As part of its qualification of the Bidders, Manitoba Housing will require as appropriate Bidders to submit the following information:

15.1.1 proof the Bidder is incorporated or otherwise properly registered to carry on business in Manitoba;

15.1.2 additional proof the Bidder has successfully carried out works of a similar nature or is fully capable of performing the Scope of Work; or

15.1.3 any other information relating to the qualifications of the Bidder to successfully complete the contemplated works as requested by the Contract Administrator.

15.2 Bidders must be prepared to submit, within three (3) business days of a request by the Contract Administrator, proof satisfactory to the Contract Administrator of the qualifications of the Bidder as listed above.

15.3 Failure to provide the information requested by the Contract Administrator within the time frame set out in 15.2 above may result in the bid being considered non-compliant in accordance with 18.4 and 18.5.

16 OPENING OF BIDS

- 16.1 Bids not received by the submission deadline in 2.2 at the web address identified will not be accepted and deemed to be non-responsive.
- 16.2 Bids will not be opened publicly.
- 16.3 Bids received by the submission deadline in 2.2 at the web address identified will be promptly downloaded for evaluation after the submission deadline.
- 16.4 A bid considered compliant for purposes of qualifying the Bidder has not been evaluated beyond the mandatory requirements. All compliant bids will be formally evaluated after opening in accordance with 18.

17 WITHDRAWAL OF BIDS

- 17.1 Bidders may withdraw a bid without penalty by withdrawing on the MERX portal at any time prior to the submission deadline.
- 17.2 Bidders may submit a replacement bid at any time prior to the submission deadline by resubmitting an electronic bid replacing the withdrawn bid on MERX within the submission deadline.

18 EVALUATION OF BIDS

- 18.1 Part One – Prequalification for all compliant bid submissions will be opened and evaluated as follows:

Mandatory Criteria:

Site Visit	Pass / Fail
Appendix 2 – Tender Form (Section 6)	Pass / Fail
Letter of Comfort or Audited Financial Statement (Section 7)	Pass / Fail
Appendix 3 – Status in Relation to Government (Section 8)	Pass / Fail
Performance (9)	Pass / Fail

Weighted Evaluation Criteria:

	Points
References	
Appendix 4 - Project Reference (Section 10)	-
Project Team (Section 11)	-
Project	
Project Methodology (Section 12)	-
Project Strategy (Section 13)	-
Construction Schedule (Section 14)	-

Total available evaluation points	100
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- 18.2 Bidders failing to provide the weighted evaluation criteria as outlined in Section 10, 11, 12, 13 and 14 will result in lower evaluation points.
- 18.3 Evaluated Part One prequalification submissions receiving a minimum of 85 out of 100 total available evaluation points will be invited to participate in Part Two of the tender process. The award in Part Two will be based on lowest compliant total bid price.
- 18.4 Manitoba Housing will consider a bid non-responsive if the bid submission is incomplete, obscure or conditional, or contains additions, deletions, alterations or other irregularities. Manitoba Housing may also reject all or any part of a bid, or waive technical requirements if the interests of Manitoba Housing so require.
- 18.5 Manitoba Housing will consider a bid non-responsive if the bid submission does not demonstrate the Bidder is responsible and qualified.

SAMPLE



APPENDIX 1 - SPECIAL PROVISIONS/ SCOPE OF WORK/SPECIFICATIONS/ DRAWINGS

See attached for additional details

Request for Equal

Request for Equal form must be submitted ten (10) business days prior to Part Two tender submission deadline of the RFT. The request for equal form is available online at: www.gov.mb.ca/housing/mh/business/procurement.html. The form must be submitted to the Project Manager at _____. The form must be completed in its entirety or may be rejected.

SAMPLE

APPENDIX 2 - TENDER FORM

1. Project Name

2. Bidder

Legal Corporate Name of Bidder

Street

City

Province

Postal Code

Telephone Number

Fax Number

Email Address

(Mailing address if different) - Street or P.O. Box

City

Province

Postal Code

The Bidder conducts business under the above name as a: (select one of the following)

a sole proprietor a partnership a corporation a joint venture

3. Contact Person

The Bidder hereby authorizes the following contact person to represent the Bidder for purposes of the Bid.

Contact Person

Title

Telephone Number

Fax Number

Email Address



4. Bonding Company/Security Information

Bonding Company Name

Street

City Province Postal Code

Telephone Number Fax Number Email Address

Contact Person Title

Telephone Number Fax Number Email Address

\$

Bonding Limit

Have any bonds been called in the last five (5) years? Yes No

If Yes, provide details below:

[Empty text box for details]

5. Addenda

We acknowledge we have received the following addenda and they have been considered in the preparation of the tender:

Addendum No.: _____ Addendum No.: _____

Addendum No.: _____ Addendum No.: _____

Addendum No.: _____ Addendum No.: _____

6. Signatures:

I/We have the authority to bind the Bidder:

_____ day of _____, 20

Signature Print Name Title

Signature Print Name Title



APPENDIX 3 - STATUS IN RELATION TO GOVERNMENT FORM

The Bidder must submit this form with its Submission

(attach document if additional space is required)

Company Name: _____

Address: _____

City, Province: _____

Telephone: _____

Part 1: Disputes or Pending Disputes

Do you or your proposed Sub-contractor(s) have any legal, regulatory or administrative proceedings currently, pending or concluded that relate to the procurement and/or performance of a public or private construction contract?

Yes No (check the answer that applies to you)

If your answer is "Yes" please describe: _____

Part 2: Monies owed to Manitoba

Do you or your proposed Sub-contractor(s) owe any monies to Manitoba Housing, the Government of Manitoba or any Crown corporation of Manitoba that are overdue, in arrears or otherwise delinquent?

Yes No (check the answer that applies to you)

If your answer is "Yes" please describe: _____

Part 3: Conflict of Interest

Is there a conflict of interest or possible conflict of interest or perceived conflict of interest that would exist if you were to provide the Services either directly or through a Sub-contractor? For the purpose of this Form, a perceived conflict of interest includes the employment by you or your proposed Sub-contractors of an individual who was previously employed by Manitoba Housing within the last six (6) months or by the consultant for the purpose of providing an estimate for this project.

Yes No (check the answer that applies to you)

If your answer is "Yes" please describe: _____

If a perceived conflict of interest arises by reason of the employment of an individual by you or your proposed Subcontractor, the individual should be identified.

Authorized representative

Printed name

Signature

Date

APPENDIX 4 - PROJECT REFERENCES

RFT –

Similar Project (Section 10)

Type of work completed

--

How is this project relevant to the Work (maximum 1/3 of page)

--

Detailed description of the project (maximum 1/2 page)

--

Project Name (if applicable):			
Reference Company:			
Contact Name:			
Contact Email:			
Contact Phone No.:		Total Construction Value:	\$
Contract Start Date:	mm/dd/yyyy	Contract Completion Date:	mm/dd/yyyy
Project Before Picture		Project After Completion Picture	