# APPENDIX 2

**BID FORM**

**BID TO:** District of Parry Sound Social Services Administration Board

**PROJECT REFERENCE:** ITT #24-480-12 – Shelter Renovations

|  |  |
| --- | --- |
| **COMPANY:** | ("**Bidder**") |

|  |  |
| --- | --- |
| **CONTACT PERSON:** | First Name:       Last Name: |

|  |  |
| --- | --- |
| **ADDRESS:** |  |
|  |  |

|  |  |
| --- | --- |
| **TELEPHONE NO.** |  |

|  |  |
| --- | --- |
| **E-MAIL ADDRESS** |  |

1. Having carefully examined the **Bid Documents** issued on March 11, 2024 and all documents referred to therein [and Addenda #       to       inclusive], the Bidder agrees to perform the Work required by the Bid Documents upon the terms and conditions set out in the Bid Documents, inclusive of all applicable taxes, intellectual property fees, import or customs duties, foreign exchange and all other charges **excluding only** value added taxes, if applicable, for the total lump sum price (the "**Price**") of:

**PRICE** in Canadian Dollars $      (excluding HST).

**HST** of      % totaling in Canadian Dollars $     .

(HST payable by the Owner only if these blanks are filled in and only in the amount filled in.)

**TOTAL PRICE** (Price + HST) in Canadian Dollars $     .

1. Details of the Price are shown in the attached Schedule A to Bid Form.
2. Attached as Schedule B is a list of unit prices, including overhead, profit and all other related charges to be used for determining the value of additional Work that may be performed.
3. Attached as Schedule C is a list of the names and locations of all Subcontractors to be used by Bidder in connection with the Work, which may not be changed without the Owner’s written consent.
4. Attached as Schedule D is a list of Bidder’s senior supervisory staff to be utilized by the Bidder in connection with the Work, which may not be changed without the Owner’s written consent.
5. Attached as Schedule E is a list of items and services to be provided by Owner in connection with any work to be done by Bidder in performing the Contract (e.g. compressed air, water, electricity). Failure of Bidder to provide details of items and services to be provided by Owner means that the Owner is not to provide any items or services.
6. Attached as Schedule F is a construction schedule with major activities and milestones.
7. Attached as Schedule G is:
8. An agreement in writing in a form acceptable to the Owner (a **"Consent of Surety"**) in which surety company agrees to furnish all required performance and/or labour and material payment bonds specified in the Bid Documents within 10 days of issuance of a letter of acceptance.
9. **Proof of insurance** confirming that Bidder has in place or will have in place the insurance required by Bid Documents.
10. Proof of insurance from the Workplace Safety & Insurance Board or evidence that the Bidder does not require Workplace Safety & Insurance Board Insurance.
11. The Bidder warrants that this Bid is made independent of any other person or entity making a Bid for the same work.
12. The Bidder warrants that no person or entity, other than Bidder and its Subcontractors and Suppliers as set out herein, has any interest in this Bid or in the proposed contract for which this Bid is made.
13. The Bidder declares that no director, officer or employee of the Owner is or will become directly or indirectly interested, as a contracting party, partner, stockholder, surety or otherwise, in or in the performance of the Work or in any of the monies to be derived therefrom.
14. Bidder agrees that if its Bid is accepted, it will deliver to the Owner (within 10 days of receipt) a duly executed Agreement Between Owner and Contractor prepared by the Owner.
15. Bidder agrees that if its Bid is accepted, it will sign the Owner’s Contractor Health and Safety Responsibility Agreement.
16. Conflict of Interest Declaration

The Bidder must complete the following:

1. If the box below is left blank, the Bidder will be deemed to declare that: (1) there was no Conflict of Interest in preparing its submission; and (2) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the ITT.
2. Otherwise, if the statement below applies, check the box.

The Bidder declares that there is an actual or potential Conflict of Interest by marking the box above, the Bidder must set out below details of the actual or potential Conflict of Interest.

Dated at        this       day of       20     .

Legal Name of Bidder

Signature of Authorized Person(s)

Name and Title of Authorized Person(s)

**SCHEDULE A TO BID FORM**

**Breakdown of Price CDN $ – Not Including HST**

|  |  |  |
| --- | --- | --- |
|  | **Description** | **Price excl. HST** |
| 1. | General | $ |
| 2. | Mobilization/Demobilization | $ |
| 3. | Sitework and Foundations | $ |
| 4. | Exterior Carpentry | $ |
| 5. | Concrete | $ |
| 6. | Masonry & repointing | $ |
| 7. | Doors & Frames | $ |
| 8. | Windows | $ |
| 9. | Framing & Carpentry | $ |
| 10. | Cabinetry and Millwork | $ |
| 11. | Gypsum Board | $ |
| 12. | Acoustical Ceilings | $ |
| 13. | Flooring | $ |
| 14. | Tile | $ |
| 15. | Painting | $ |
| 16. | Plumbing | $ |
| 17. | Ventilation | $ |
| 18. | Electrical | $ |
| 19. | Fire Alarms | $ |
| 20. | Allowances (Refer to Specifications for breakdown) | $25,000.00 |

**PRICE (Excluding only value added taxes such as HST etc.) $**

**HST of**      **% (if applicable) $**

**TOTAL PRICE (Price + Value added taxes) $**

**SCHEDULE B TO BID FORM**

**Unit Prices in CDN $ for Additional/Deleted Work**

|  |  |
| --- | --- |
| **Unit** | **Price Per Unit or Percentage Mark-Up** |
| ***NOTE TO BIDDER: IF THIS SCHEDULE IS NOT APPLICABLE, THIS MUST BE INDICATED BELOW.*** | |
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**SCHEDULES C - G TO BID FORM**

**Bidders are expected to provide Schedules C to G in their own format.**