

TENDER PROPOSAL FORM

Niagara Catholic District School Board
427 Rice Road
Welland, ON L3C 7C1
Attn: Mark Ferri – Administrator of Purchasing Services

Date: _____

TENDER FOR:
Alterations to St. Therese Catholic Elementary School
530 Killaly St. East, Port Colborne, Ontario

NAME of CONTRACTOR/BIDDER: _____

Declaration & Offer:

1. We, the undersigned, declare that we have carefully examined all Drawings, Specifications and related Contract/Tender Documents for the captioned project, as prepared by Whiteline Architects Inc. [and related Consultants], including all Addenda numbered and listed below:

and having examined the Instruction to Bidders, the General Conditions of the Standard Construction Documents [CCDC-2, 2020 Stipulated Price Contract] as amended for this Project, and having visited, investigated and examined the site for all Conditions of the Contract affecting the Work, we agree to furnish all labour, material, plant, and equipment necessary for full completion of all the work outlined on the drawings and specifications.

for the Stipulated Price of:

\$ _____
[enter value in numeric digits]

_____/100 dollars
[enter value in words]

in lawful Canadian dollars, which includes Allowances specified in Section 01020, all other charges such as Excise Taxes, custom duties, freight, exchange [where applicable] and all fees for permits for building and inspections required by government and municipal authorities as in effect on this date (unless noted otherwise).

Not included in the above Stipulated Price is:
The Harmonized Sales Tax (H.S.T.) @ 13%

Included in the above price are all General Contingencies & Allowances as listed below:

- General Cash Contingency (carried by the General Contractor under Spec. 01020).
 - \$50,000 – Extra Client Requested Items
- Allowances (carried by the General Contractor under Spec. 01020).
 - \$10,000 - for Inspection & Testing Services
 - \$10,000 - for Additional Hazardous Materials Abatement
 - \$10,000 – for Additional Roofing
 - \$15,000 - for Landscaping

2. We the undersigned agree to perform the Work in compliance with the required completion schedule stated in the Tender Documents and to pay all extra wages and premiums necessary for overtime work daily and on weekends for all trades to complete the work within the required completion schedule stated in the Tender Documents.
3. The undersigned agrees that the list of Subcontractors, Appendix 'A', completed and submitted in accordance with Instructions to Bidders lists the Subcontractors who will perform the Work indicated. Failure to complete the list of subcontractors may result in the Tender being declared null and void.
4. In submitting this Tender, we recognize the right of the Owner to accept or reject any or all of the Tenders.
5. Upon the award of Contract the following will apply:
 - a) The undersigned agrees to furnish an itemized analysis of the Contract sum for the purpose of segmenting the project into component costs within five (5) days after Tender award.
 - b) The specified form of Contract (CCDC 2 2020) with amendments is to be executed by the undersigned.
 - c) The undersigned will also furnish a **50%** Performance Bond and a **50%** Labour and Materials Bond as required by the Specifications, and maintain this security in force for a period of at least one year after the date of the Architect's final Certificate.
 - d) The undersigned will furnish Proof of Insurance (meeting requirements outlined elsewhere in the Contract Documents)
 - e) The undersigned will furnish Proof of WSIB Coverage (complying with regulatory legislation)
6. The undersigned has satisfied himself that the Subcontractors, Material Suppliers, and Equipment Suppliers on which this Tender is based, are capable of meeting the requirements and executing the Work in accordance with the drawings and Specifications, the Instructions to Bidders, Tender Form, and Addenda listed on page 1 of this Tender Form and all related Contract/Tender Documents.
7. No person, firm or corporation other than the undersigned has any interest in this Bid or in the proposed Contract for which this Tender is made.
8. a) **Tender Form Supplements:**
We have attached to this Tender Form the following documents:
 - i) Agreement to Bond
 - ii) List of Subcontractors, Appendix 'A'
 - iii) List of Unit Prices, Appendix 'B'
 - iv) List of Voluntary Alternates (if applicable) Appendix 'C'

TENDER PROPOSAL FORM

Alterations to St. Therese CES Tender #T24-009

Endorsement of Declaration & Offer:

I, the Contractor/Bidder, am bound to all items noted within this Tender Form and all companion documents forming part of the Contract/Tender Documents, as endorsed below:

FROM (BIDDER): _____
[LEGAL COMPANY NAME OF BIDDER]

Street Address

City, Province and postal code

Telephone Number (cell preferred)

Email Address

DATE (month, day, year)

AUTHORIZED SIGNATURE (Tendering Authority)
I have the authority to bind the Bidder

Print Name of Signing Authority

Title of Signing Authority

WITNESS SIGNATURE

Attach or emboss Corporate Seal below:

APPENDIX 'A': LIST OF SUB-TRADES

- (a) The following are the Subcontractors whose quotations we have employed in the preparations of this tender and whose use we propose should this tender be accepted. We agree not to change subcontractors without the expressed and written approval of the Client and the Architect.
- (b) Should more than one name be entered beside any category, the Client and the Architect shall have the option to choose either trade without a change in the tendered price. (Please note that all subcontractors must be filled in or the tender may be declared void. PLEASE PRINT LEGIBLY OR TYPE).
- (c) List each Subcontractor by his firm's proper legal designation, and to indicate whether his business is carried on as an individual, partnership, or limited company.
- (d) The undersigned submits that in proposing the undermentioned subcontractors he has consulted each and has ascertained to his complete satisfaction that those named are fully acquainted with the extent and nature of the work involved and of the proposed construction and that they will execute the work to conform to the requirements of the Contract Documents.
- (e) The phrase "own forces", which may appear, will be used in those categories which are generally accepted as being done by the General Contractor and providing the capability exists within the General Contractor's organization.
- (f) The phrase "own estimate" will only be accepted if the Contractor has his own qualified staff for the trade involved.
- (g) Appendix 'A' shall form an integral part of the Tender Form.

List of Sub-Trades [all items must be completed]:

Demolition_____

Architectural Millwork/Woodwork_____

Structural Steel_____

Sealants_____

Steel Doors and Frames_____

Finish (Door) Hardware_____

Masonry_____

Acoustical Ceilings_____

Resilient Flooring_____

Terrazzo Flooring_____

Painting and Decorating_____

Mechanical_____

Electrical_____

NAME OF CONTRACTOR:_____

APPENDIX 'B': UNIT PRICES

(a) Current Wage Rates:

Gross hourly wage rates which your company will charge for labour and trades on this project for all extras and credits:

Labourers _____ /hour

Painters _____ /hour

Electricians _____ /hour

Mechanical (HVAC) _____ /hour

Drywall/Acoustics _____ /hour

Masonry _____ /hour

NAME OF CONTRACTOR: _____

APPENDIX 'C': VOLUNTARY ALTERNATES

Price Adjustments may be made if the following voluntary alternates are acceptable. (Use separate sheet if necessary to describe changes to work and/or to append with additional items.

List item to which pricing applies along with related description and provide costs to add or delete with related basis to quantify costs.

ITEM & DESCRIPTION:	ADD	DELETE
1. _____ _____ _____	_____	_____
2. _____ _____ _____	_____	_____
3. _____ _____ _____	_____	_____

 AUTHORIZED SIGNATURE (Tendering Authority)
 I have the authority to bind the Bidder

 Print Name of Signing Authority

 Title of Signing Authority

 WITNESS SIGNATURE

NAME OF CONTRACTOR: _____

REFERENCES

Company Name: _____
(your company name)

Please provide three (3) verifiable references with your proposal from contracts of a similar size and scope as this opportunity, with one from a School Board or Education Institute must accompany the submission.

1) _____
(Name of Firm/Company)

(Street Address)

(City) (Province) (Postal Code)

(Contact Person Name) (Contact Person Email Address)

(Phone No.) (Cell No.)

How long has this reference been your client? _____ years

2) _____
(Name of Firm/Company)

(Street Address)

(City) (Province) (Postal Code)

(Contact Person Name) (Contact Person Email Address)

(Phone No.) (Cell No.)

How long has this reference been your client? _____ years

3) _____
(Name of Firm/Company)

(Street Address)

(City) (Province) (Postal Code)

(Contact Person Name) (Contact Person Email Address)

(Phone No.) (Cell No.)

How long has this reference been your client? _____ years

Niagara Catholic District School Board reserves the right to check any other references available from any other source than those listed above or herein.