



2011-28 – REQUEST FOR QUOTATIONS

AIRPORT ELECTRIC SLIDING DOUBLE DOORS

The Dawson Creek Airport is requesting proposals for the supply and installation of four (4) new “Tormax” electric sliding double doors in the Dawson Creek Airport located at 80 Vic Turner Road.

All documents are available through the City of Dawson Creek website at www.dawsoncreek.ca. The Proponent is solely responsible for ensuring any addenda are downloaded, reviewed, and included in their bid.

Inquiries regarding this Request for Quotations may be directed to Mr. Ian Darling, Airport Manager, at 250.782.3142, or via e-mail at idarling@dawsoncreek.ca. A **mandatory site visit** will be held for interested bidders on **Thursday, August 11 at 2:00 pm**.

Proposals sealed in an opaque envelope, clearly marked with the supplier’s name and the project name will be accepted up to **2:00 p.m. (local time), August 18, 2011** and will be received by:

Brenda Ginter, Director of Corporate Administration
City of Dawson Creek
10105 - 12A St.
P.O. Box 150
Dawson Creek, B.C. V1G 4G4

Specifications/ Scope of Work

Supply and installation of:

Four (4) – “Tormax” Automatic Electric Doors (sliding double doors).

Note:

Over time the door transoms and frames have been modified to accommodate various renovations. For this tender, contractors should take into account they may be required to frame and drywall in more than one location to create a tight seal around the new doors. This concern will be addressed in further detail during the site visit.

Tender price should include removal and transportation of the old doors. Once removed, the old doors will need to be transported to an adjacent aircraft hangar.

All construction zones are to be returned to pre-construction condition. The contractor shall be responsible for the acquisition of all necessary permits.

CONTRACTOR REQUIREMENTS

1. All work must be performed in accordance with all required permits and to good trade quality.
2. The Contractor is responsible for all project dimensions and measurements; as well as, tools and equipment.
3. The Contractor must be knowledgeable in all areas of the scope of the work.
4. The Contractor must carry a City of Dawson Creek business license. The license must be kept in good standing for the term of the Contract.
5. The Contractor must carry a valid WorkSafe BC number and be able to produce a clearance letter. All work must adhere to WorkSafe BC requirements and regulations.
6. A copy of the Company’s Health and Safety program must be filed with the City.
7. Minimum \$5,000,000 Liability Insurance with the City named as Additional Insured.

I have read and agree to comply with the above:

Company Representative (signature)

X _____

Name: _____

Title: _____

CITY OF DAWSON CREEK

CODE OF CONDUCT - CONTRACTORS

The relationship between City employees and representatives of contractors providing service to the City is critical to achieving the goals and objectives of the Corporation of the City of Dawson Creek.

In providing the highest level of service possible, it is essential that all representatives of the Contractor work together with City staff in a co-operative and congenial manner, always respecting established lines of authority.

The efficiency of City operations and the image the Corporation presents to the public may be influenced by any breakdown in the relationship between the Contractor's representatives and City employees. Therefore, the Contractor's representatives are expected to convey a friendly, approachable, positive and helpful attitude to City employees and to be honest, trustworthy, reliable, dependable and punctual in all workplace activities.

Contractors unable to demonstrate an ability to meet this standard may be disqualified from the bidding process. Successful bidders subsequently failing to meet this standard should expect termination of any contractual relationship with the City.

APPROVED BY COUNCIL:

DATE: August 23, 1999

REAFFIRMED BY COUNCIL:

DATE: April 30, 2001

I have read and agree to comply with the above Code of Conduct:

Company Representative (signature)

X _____

Name: _____

Title: _____

CITY OF DAWSON CREEK
AIRPORT ELECTRIC SLIDING DOUBLE DOORS
CONTRACTOR ACKNOWLEDGEMENT FORM

Company: _____
Contact: _____
Address: _____
_____ **Postal Code:** _____
Phone: _____ **Cell Number:** _____
Fax: _____ **Email:** _____

I acknowledge that all employees, subcontractors and representatives of the company will operate in compliance with all applicable federal, provincial and municipal occupational health and safety regulations, laws and bylaws.

Except as expressly and specifically permitted in these Instructions to Bidders, no Bidder shall have any claim for any compensation of any kind whatsoever, as a result of participating in the Request for Quotations, and by submitting a bid, each bidder shall be deemed to have agreed that is has no claim.

The successful bidder must provide the required documents one week after bids are awarded. Failure to do so may result in contract being awarded to a bidder who can meet the requirements.

The undersigned has carefully examined the Contract Documents for the City of Dawson Creek RFQ 2011-28.

Company Representative (signature)

X _____

Name: _____

Title: _____

BID SUBMISSION FORM

2011-28 AIRPORT ELECTRIC SLIDING DOUBLE DOORS

80 VIC TURNER ROAD, DAWSON CREEK, BC

Company: _____

Contact: _____

Address: _____

_____ **Postal Code:** _____

Phone: _____ **Cell Number:** _____

Fax: _____ **Email:** _____

To furnish and deliver all materials, to provide all necessary equipment and to do and perform all work in accordance with the Specifications and Drawings for the above named works.

Four (4) Electric Sliding Double Doors

\$ _____

HST @ 12%

\$ _____

TOTAL PRICE

\$ _____

The undersigned **BIDDER**, having carefully examined the Documents and the locality of the proposed work, and having full knowledge of the work required and of the materials to be furnished and used, hereby agrees to provide all necessary materials, supervision, labour, and equipment to perform and complete all work and fulfil everything that is set forth in strict accordance with the Request for Quotations and Addendums numbered #_____, #_____, #_____, for the prices stated in this Bid Submission Form.

Company Representative (signature)

X _____

Name/Title: _____

Date: _____