



REQUEST FOR QUOTATIONS NOTICE

REFERENCE RFQ 11-154

Supply, Delivery and Installation of a New Prefabricated Building at the City of Brantford Mohawk Landfill Site

Sealed Quotations in a clearly marked envelope are to be delivered to the BID DEPOSIT BOX, Purchasing Division, located at 1 Market Square, Lower Level, Suite 120, Brantford, ON, N3T 6C8, on or before 2:00 p.m. Local Time on **Thursday, November 3, 2011**.

The City of Brantford invites general contractors to submit Quotations to provide all labour, equipment, materials and any other incidentals to supply, deliver and install a new prefabricated building, as well as demolish, remove and dispose of the existing building, at the Mohawk Landfill Site.

There is a **Scheduled** site meeting planned on **Tuesday, October 25, 2011**. The site meeting will begin at 9:00 a.m. at the Mohawk Landfill Site, 20 Morrison Road, Brantford, ON. It is recommended that all interested parties attend this meeting to review the sites. Representatives will be on hand to review the scope of work. Although the City will not be obligated to accommodate any additional requests for a hosted meeting, the City reserves the right to schedule an additional meeting if extenuating circumstances apply. The City shall be the sole judge of such circumstances. Regardless of attendance, all Bidders are expected to understand the scope of work and the site conditions and to have thoroughly familiarized themselves with all pertinent conditions before delivery of their Quotation.

Each Quotation submission must be accompanied by a bid deposit in the form of a bid bond, bank draft, certified cheque, or money order in the amount of **FIVE THOUSAND DOLLARS (\$5,000.00)** made payable to the Corporation of the City of Brantford (see RFQ for details).

Contract security will be required to be provided by the Successful Bidder before a contract will be awarded. An irrevocable letter of credit will not be considered acceptable in lieu of a labour and material payment bond for this Project.

Request for Quotations documents must be obtained from the Purchasing Division, Finance Department, the City of Brantford, 1 Market Square, Lower Level, Suite 120, Brantford, ON between the hours of 8:30 a.m. and 4:30 p.m. weekdays. If unable to visit the Purchasing Division office in person to obtain documents, Bidders may request to have the RFQ forwarded by email. Bidders are to send their requests, along with their complete contact information (including contact name, address, phone, fax and email address) to: purchasing@brantford.ca.

Bidders shall be solely responsible for obtaining the RFQ documents and for the delivery of their Quotation submission in the manner and time described in the RFQ. Fax or electronic submissions will NOT be accepted.

All requests for information, instructions or clarifications regarding this Request for Quotations (RFQ) must be set out in writing and directed to:

Angel Marcos, HBsc, CPPB, Buyer
Purchasing Division – Finance Department
Email: amarcos@brantford.ca

All questions related to this RFQ or any clarification with respect to this RFQ must be made no later than **2:00 p.m. on Thursday, October 27, 2011** in order that City staff may have sufficient time to respond. The City cannot guarantee a response to any questions received after this deadline. The City reserves the right to extend the deadline for questions if required.

The responsibility shall be with the Bidder to seek clarification of any matter that they consider unclear before submitting a Quotation.