

SPECIFICATIONS AND GENERAL INSTRUCTION TO BIDDERS FOR 1 PORTABLE CLASSROOM, LOCATED AT THE NIVERVILLE COLLEGIATE INSTITUTE

Hanover School Division is accepting bid proposals for the sale of one portable classroom located at 161 5th Avenue South in Niverville (Hanover School Division property).

Description of Portable:

- 34' x 26' Wood frame structure
- Electric Heat
- A/C unit
- Ramps & Stairs included
- Furnishings not included

Proposals will be due by 4:30 p.m. on Friday , May 31, 2019 at the Office of Hanover School Division located at 5 Chrysler Gate, Steinbach, Manitoba. Bid award will be made in the best interest of the School Division.

EXAMINATION OF SPECIFICATIONS AND UNDERSTANDING: It shall be the bidder's responsibility to examine the building and yard site location. Site may be viewed by appointment with the Hanover School Division Director of Facilities.

Bob Proulx Call (204) 371-5358 or Email bproulx@hsd.ca

1. **SCOPE OF WORK:** Remove the Portable Classroom, stairs and ramps attached to the portable. Any damage to HSD property as a result of the removal process, will be the responsibility of the contractor to repair and bring back to original. All work must be completed between July 1 – July 31, 2019 or as agreed upon by the Division.
2. **HANOVER SCHOOL DIVISION:** Will arrange to have all services to the site terminated prior to the moving of any of these buildings. Services are hydro, Safety and communication cables.
3. **PERMITS:** The successful bidder will be responsible for obtaining all permits and pay for all moving and disposal fees imposed at the Landfill site.
4. **SAFETY REQUIREMENTS:** Work must be done in compliance with current Manitoba Workplace Safety & Health legislation. The successful bidder shall provide barricades or take necessary care to protect public from demolition operations.
5. **NO WORK SHALL COMMENCE:** Until confirmation is received from the Director of Facilities that all services have been terminated.

6. **RIGHT NOT TO AWARD:** The highest submission may not necessarily be accepted if deemed not advantageous to the HSD. Hanover School Division reserves the right to reject any or all submissions. If the Hanover School Division elects to reject any or all submissions, the Division will not be liable to any Bidder for any claims, whether for costs, damages incurred by and Bidder in preparing the submission, loss of anticipated profit in connection with the submission, or any other matter whatsoever.
7. **INSPECTION OF WORK:** All work done by the Bidder shall be subject to inspection by the Director of Facilities. The Bidder shall provide access and information when/if requested by the Director of Facilities with regards to this project. No payment will be made for cost to the Bidder of any work or delay occasioned by such request or inspection.

All work done by the Bidder shall meet the approval of the Director of Facilities, whose decision shall be final and binding upon parties. Should the work be defective in quality or workmanship, or fail to meet specification, or time schedules as set forth for the project in question, the Director of Facilities shall have the right to insist on immediate correction. The Supervisor may give notice of dissatisfaction to the bidder either verbally or in writing and the Bidder shall immediately upon receipt of such notice do all things that are required to satisfy the Director of Facilities.

Should the Bidder refuse or neglect to satisfy the Director of Facilities within the space of three days from the receipt of such notice, the Supervisor may employ some other person to obtain such satisfaction, and all expenses and costs consequent thereon or incidental thereto shall be charged to the Bidder, this in no way shall affect the Bidders duties and liabilities hereunder nor in any way relieve him from the performance and fulfillment of any or all of his covenants, undertakings, obligations and duties under this Contract.

**Tender Description: Removal of 1 Portable Classroom
161 5th Avenue South, Steinbach, Manitoba**

Form of Tender

Bidders Must Complete This Form & Sign It

**Print Name of
Firm/ Company**_____

CONTRACT PRICE

Having fully examined the site and all conditions affecting the work, and having carefully read and examined the quotation documents, the undersigned hereby offers to furnish all tools, equipment, labour, products, material and supervision necessary to execute the Work for the quoted price of:

Portable #P147 \$_____

Included all Applicable Taxes

In order for a Bid to be Considered this form must be used and completed.

Name of Firm Bidding: _____

Authorized Signature: _____ Print Name: _____

Address: _____

City/Town: _____ Postal Code: _____

Phone#: _____ Fax#: _____

Email Address: _____

