



LABRADORCITY

Tender – Fire Hydrant Replacement

TLC-14-26



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TOWN OF LABRADOR CITY

FORM OF TENDER

Fire Hydrant Replacement TLC-14-26

Tenderer_____

Address_____

Telephone # _____

The undersigned bidder has carefully examined the Form of Tender, Instructions to Bidders, and agrees to supply item(s) as per the attached specifications.

Item No.	Location	Construction Cost	HST (15%)	Total Cost
4.1	146 Raven			
4.2	90 Raven			
4.3	829 Retty			
4.4	Corner of Moss and Circular Road			
4.5	4028 Walsh River			

The above quotation shall include all freight charges, F.O.B., Tamarack Drive, Labrador City, NL.

The tenderer, if awarded the contract, agrees supply within_____weeks following notification of award of the contract.

Authorized Signature:_____Date:_____

Contact Name:_____Fax #_____

Email Address:_____

INSTRUCTIONS TO BIDDERS

1. TENDERS

- (a) Bidders shall submit Tenders in a sealed envelope and clearly marked to the town of Labrador City Office or by an emailed electronic copy to cashier@labradorcity.ca of the Bid in pdf format. Either method of delivery shall be duly marked:

“TENDER FOR: Fire Hydrant Replacement TLC-14-26
addressed to the attention of the Town Clerk, Town Hall, P.O. Box 280, Labrador City, NL A2V 2K5.

Include Bidders Name and Return Address on Envelope

- (b) Tenders shall close at **3:00 p.m. local time**, Labrador City on:
June 30, 2026
- (c) Before submitting a tender, tenderers shall carefully examine the tender documents and fully inform themselves of the contract requirements and existing conditions.
- (d) The Bidder should refrain from contacting other employees or members of Council of The Town of Labrador City in respect of this procurement process, including for the purposes of lobbying or attempting to influence the outcome of this procurement process. Any such contact may, in the Town of Labrador City's sole discretion, result in disqualification of the Bidder.
- (e) The Town will not defray any expenses incurred by the tenderers in the preparation and submission of their tenders.
- (f) The Town, its employees and agents shall not be held liable or accountable for any error or omission in any part of this Tender or response to Bidder's questions.
- (g) Quotation shall be valid for acceptance for ninety (90) days from the tender closing date.
- (f) This tender is subject to the *Access to Information and Protection of Privacy Act, 2015*.
- (g) The financial value of this tender will be publicly released as part of the award notification.

- (h) If applicable, this tender is subject to trade agreements.

2. BID SUBMISSION, REVISION & WITHDRAWAL

- (a) It is the Bidders' sole responsibility to ensure their Bid is received when, where and how it is specified in this document. The Town is not responsible for lost, delayed, misplaced, or incorrectly delivered Bids.
- (b) Bid revisions, changes, and alterations will be accepted by the Town provided they are received prior to the closing date and time of the Tender. Bid revisions, changes and alterations may be made only by completing a new Bid to the Town.
- (c) Where a Bidder submits multiple Bids to a Tender, each successive Bid will nullify and replace any previous Bids.
- (d) Bidders may withdraw their Tender at any time, prior to the closing date & time of a Tender, by submitting an email to cashier@labradorcity.ca All withdrawn Bids will be shredded the Town of Labrador City.

3. UNACCEPTABLE TENDERS

- (a) Tenders not submitted on the Tender Form provided will not be considered.
- (b) E-mail or facsimile tenders will not be accepted.
- (c) Tenders received after the tender closing time will not be considered.
- (d) Incomplete tenders will be rejected.
- (e) Tenders containing qualifications or additional clauses to the Tender Form may be rejected.

4. SUBSTITUTIONS

- (a) Tenders shall be based upon using the materials or products as specified without substitution. Where two or more brand names are specified, the choice shall be left to the successful bidder. Where only one brand name is stated, there shall be no substitution.
- (b) Where the specifications include the **OR APPROVED EQUAL** clause, substitutions may be proposed provided that:
 - (l) The request for substitution is made in writing at least seven (7) days prior to the tender closing date.

- (ii) The request shall clearly define and describe the products for which the substitution is requested.
- (iii) The substitution item is equivalent to the described item with regard to design, function, appearance, durability, operation and quality.
- (iv) Approval of the substitution by the Town shall be in the form of an Addendum to the specifications issued to all the tenderers listed as having received a copy of the contract documents.

5. ACCEPTANCE OR REJECTION OF TENDERS

- (a) The Town reserves the right to reject any or all bids without stating reasons. The lowest or any tender will not necessarily be accepted.
- (b) Upon acceptance of the tender, the Tender Form becomes part of the Contract Documents and the successful tenderer becomes the Contractor.
- (c) One payment shall be made in accordance with the contract as follows:
 - (i) Upon acceptance of all material or products, or upon substantial completion of the work.
 - (ii) Within thirty (30) days of receipt of the invoice by the Town.
- (d) The Town reserves the right to accept a non-compliant bid.

6. ADDENDUMS

- (a) Addenda may be necessary for:
 - (i) Correction of the Tender and related forms
 - (ii) Extension of the submission deadline
 - (iii) Clarification of parts of the Tender
 - (iv) Retraction or cancellation of the Tender
 - (v) Responses to bidders questions
 - (vi) Other additions to, deletions from or alterations to the requirements contained in the Tender
- (b) Request for addenda must be submitted five (5) calendar days prior to the tender closing date. Requests submitted thereafter will not be considered or responded to.

- (c) All addendums become part of the Bid Documents, as appropriate. Bidders are responsible for addressing all addenda in preparing Bids and should confirm, prior to submitting Bids, that all issued addenda have been received.

7. DELIVERY

- (a) Where the Tender includes a mandatory delivery schedule, the Town will assume that the Bidder can meet the requested schedule and is satisfied that the goods or services required will be available for delivery on the requested date(s).
- (b) Time is of the essence, and delivery schedule(s) are legally binding. The Town reserves the right to assess penalties or cancel awards to Bidders who fail to meet the stated delivery or completion dates.
- (c) All equipment/goods delivered are subject to inspection and test within a reasonable time after delivery to the Town premises. In the event of a defective product the Town reserves the right to return it to the vendor for full credit.

8. PERSON TO CONTACT

For further information contact Bryan Fagan at the following telephone number **709-944-7172** or email: bfagan@labradorcity.ca

9. Workers Compensation & Insurance

The Contractor covenants with the Town that its employees shall be fully covered within Worker's Compensation Regulations, and the Company shall on request furnish to the Town satisfactory proof that its employees are fully covered under the Worker's Compensation Act.

Prior to performing work hereunder, the Company agrees to provide the Town with confirmation of full insurance coverage including, without restricting the generality of the foregoing, Comprehensive General Liability Insurance of at least two million dollars (\$2,000,000.) covering the equipment. The Company shall be required to add the Town Council of Labrador City to this insurance policy as a named insured. The Town shall require thirty (30) days written notice of any material change in or cancellation of the insurance policy.

10. Safety

The Town of Labrador City will strictly enforce safety requirements as per the Occupational Health & Safety Act. All items of safety apparel/equipment shall be the responsibility of the contractor.

11. Taxes

- (a) Business Tax – In accordance with the Municipalities Act, 1999 as amended, all businesses carrying on business in the municipality shall be charged an annual tax to be known as “the business tax”. All companies doing business in the Town of Labrador City who are not subject to a property tax payable to either the Town of Labrador City or the Town of Wabush or a place of business that cannot be assessed under the Assessment Act, shall be assessed as “no fixed place of business” and billed at the rate of 3% of gross revenue with a minimum of \$2,500 and a maximum of \$5,500 per calendar year.
- (b) The Town of Labrador City is subject to the Harmonized Sales Tax at the rate of 15%.
- (c) Above referenced tax shall be shown separately on all invoices presented to the Town of Labrador City for payment.

12. Completing the Form of Tender

Bidders may submit a price for any or all items listed on the Form of Tender. A separate contract will be awarded for each item of the tender.

The sums herein tendered include all taxes, royalties, custom duties, foreign exchange charges, transportation, traveling costs, all overhead and profit, all co-ordination fees, insurance premiums and all other charges.

Town of Labrador City
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1.0 SUMMARY OF WORK

1.1 Work Description

- .1 Work under this Contract comprises of removal and replacement of direct bury hydrant assemblies
- .2 All Hydrants will be supplied by the Town of Labrador City.
- .3 Any valves requiring isolation must be coordinated with and completed the Town of Labrador City (72 Hours Notice)
- .4 Ground to levelled after excavation
- .5 All reinstatements will be completed by the Town of Labrador City

1.2 Contractor use of premises

- .1 Contractor shall provide a project plan to execute the work in a safe and efficient manner. Provide a minimum of 72 hours notice prior to any street closures to the Owner and to first responders.
- .2 Contractor shall minimize both the area affected and the duration of the disruption by the work along municipal roadways. Coordinate all activities with the Owner's Representative.
- .3 Contractor shall minimize the disturbance to private properties with respect to both the extents and the duration of the disturbance.
- .4 Provide construction signage to clearly mark construction activity, barricades and lights to delineate the work areas as necessary. Maintain and adjust regularly to reflect work progress.
- .5 Coordinate work activity with first responders and make provision for emergency access.

2.0 HEALTH AND SAFETY REQUIREMENTS

- .1 Conduct operations in accordance with the latest edition of the Newfoundland Occupational Health and Safety (OH&S) Act and Regulations, with specific reference

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to codes and standards referenced therein, and the Department of Transportation and Works Occupational Health and Safety Manual.

- .2 Prior to the start of the project the Owner requires the following to be submitted to the Town Representative:
 - .1 Compliance Profile (History of subcontractor obtained from Service NL OH&S Division).
 - .2 Copy of Safety records.
 - .3 Copy of OH&S documents e.g. programs/safe work procedures, etc.
 - .4 Copy of names and contact information of adequate supervision.
 - .5 Copy of all accidents after job starts.
 - .6 Copy of hazard assessment.
 - .7 Copy of training certificates.
 - .8 Copy of permits/utility clearances where required.
 - .9 Emergency Plan (Strictly for Confined Space and working at height using fall protection) where required.
 - .10 Copy of Letter of good standing.
 - .11 Copy of Safe Work Practices.
 - .12 Applicable standards and guidelines.
 - .13 Copy of inspections once the work starts.

3.0 WARRANTY

- .1 The Contractor shall provide a guarantee for a minimum of one (1) year for all workmanship contained in this contract.
- .2 Any work deemed to be defective within one year from the date of acceptance shall be made good within by the Contractor within a time agreed upon by the Contractor and the Owner.

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4.0 LOCATION DETAILS

4.1 146 Raven

.1 Remove and Replace Hydrant



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4.2 90 Raven

.1 Remove and Replace Hydrant



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4.1 829 Retty

.1 Remove and Replace Hydrant



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4.2 Corner of Moss & Circular Rd

.1 Remove and Replace Hydrant



4.3 4028 Walsh River Rd

.1 Remove and Replace Hydrant

