

Division Office
30 Speers Road
Winnipeg, MB
R2J 1L9



Phone: (204) 775-9741
Fax: (204) 775-9940
Email: frontier@fsdnet.ca

June 16, 2025

RE: Tender No. 1039 – Water Services - Norway House

We are pleased to submit to you for quote our **Tender No. 1039 - Water Services - Norway House** for the North End Housing Units (Teacherages), Maintenance Building and Transportation Office.

Sealed bids marked "**Tender No. 1039 - Water Services – Norway House**", will be accepted up to 2:00 p.m. local time Thursday, June 26, 2025; all in accordance with the attached bidder's requirements.

Bids may be submitted to:

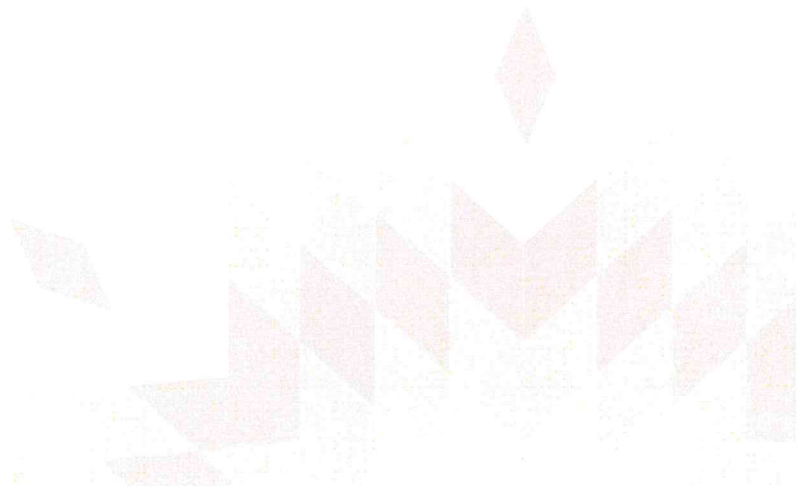
Frontier School Division
Area 5 Office
Norway House MB R0B 1B0
Attention: Jennifer Johnson

Please label your tender on the outside of a sealed envelope when submitting your bid.
Please note that the lowest or any bid not necessarily accepted.

Please direct your inquiries to the attention of: Jennifer Johnson @ 1-204-359-6711.

Yours truly,

Paul Critchley, CPA, CA
CFO / Secretary-Treasurer



**TENDER NO. 1039
FRONTIER SCHOOL DIVISION
WATER SERVICES
NORWAY HOUSE, MANITOBA**

OVERVIEW

Frontier School Division requires bids for Water services for the North End Housing Units (Teacherages), Maintenance Department Building and Transportation Office in Norway House, MB.

The Contractor(s) are required to supply their own equipment and trucks, and any other tools or materials required to complete to work. The Contractor(s) are responsible for the “User Fees” which are associated with all services.

The term for this service will be from July 1, 2025 to June 30, 2026.

The Division wishes to have Bids for a second, third and fourth concurrent year as well, from July 1, 2026 to June 30, 2029. The actual period awarded will be at the Divisions discretion.

THE DIVISION WISHES TO HAVE **Water Services**,
AS DESCRIBED IN THE ENCLOSED BID DOCUMENTS.

NOTE: ALL INQUIRIES ARE TO BE DIRECTED TO Jennifer Johnson @ 1-204-359-6711

BIDDING REQUIREMENTS

- 1) BIDS MARKED "**Tender No. 1039 - Water Services – Norway House**" WILL BE ACCEPTED UP TO 2:00 P.M., LOCAL TIME, **Thursday, June 26, 2025** AT THE AREA FIVE OFFICE, IN NORWAY HOUSE, MB, TO THE ATTENTION OF: **Jennifer Johnson**.
- 2) BIDS MUST BE SUBMITTED ON THE ENCLOSED DOCUMENTS.
- 3) THE BID(S) MAY BE AWARDED TO MORE THAN ONE FIRM.
- 4) PRICES MUST BE FIRM, FOB SITE AND QUOTED IN CANADIAN FUNDS.
- 5) SUBMISSIONS MAY BE SUBMITTED IN A SEALED ENVELOPE, TAGGED AND CLEARLY LABELLED
- 6) THE DIVISION RESERVES THE RIGHT TO AWARD THIS BID BASED UPON BEST VALUE.
- 7) THE DIVISION RESERVES THE RIGHT TO RE-BID THIS PACKAGE.
- 8) IT IS UNDERSTOOD THAT THE BIDDERS SUBMISSION WILL NOT BE CONSIDERED UNLESS IT IS PREPARED AND SUBMITTED IN STRICT ACCORDANCE WITH THE SPECIFICATIONS DESCRIBED HEREIN. THE FULL BID PRICES MUST BE WRITTEN AND SHOWN IN NUMERIC VALUE; AND THE G.S.T. MUST BE ITEMIZED AND SHOWN IN NUMERIC VALUE.

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9) **STANDARD OF EQUIPMENT**

ALL EQUIPMENT AND MATERIAL USED BY THE CONTRACTOR WILL BE OF GOOD QUALITY.

10) **DISCREPANCIES, OMISSIONS, ETC**

DISCREPANCIES AND OMISSIONS NOT REPORTED BEFORE CLOSING OF THE TENDER SHALL BE RECTIFIED AS DIRECTED BY THE DIVISION. THE DIVISION WILL NOT BE HELD RESPONSIBLE FOR ORAL INSTRUCTIONS TO BIDDERS. ADDITIONS OR CORRECTIONS ISSUED AT TIME OF BIDDING SHALL BECOME A PART OF THE CONTRACT DOCUMENTS.

11) **COMPLETION**

THE CONTRACTOR MUST ENSURE THAT ALL SAFETY REGULATIONS ARE ADHERED TO FOR THIS TYPE OF WORK AS SPECIFIED IN THE MANITOBA CODES OUTLINED BY THE DEPARTMENT OF LABOUR. THE DIVISION REQUESTS THAT THE CONTRACTOR INFORM THE DIVISION OF HIS/HER SAFETY METHODS.

12) **INSPECTION OF WORK**

THE DIVISION OR HIS REPRESENTATIVE SHALL, AT ALL TIMES, HAVE ACCESS TO THE WORK WHEREVER IT IS IN PREPARATION OR PROGRESS.

13) **LIABILITY**

(A) ON COMPLETION OF WORK, THE CONTRACTOR MUST LEAVE WORK AREA IN CLEAN, PERFECT CONDITION.

(B) THE CONTRACTOR MUST CARRY FULL INSURANCE FOR HIS/HER FIRM TO PROTECT THE DIVISION FROM ANY DAMAGE, INJURY OR RELATED WORK INCIDENCE THAT MAY OCCUR.

14) **GUARANTEE**

(A) ALL DAMAGE CAUSED BY THE CONTRACTOR IS TO BE REPAIRED AT CONTRACTOR'S EXPENSE.

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PROPOSAL EVALUATION

- 1) BIDDERS ARE ENCOURAGED TO SUBMIT ADDITIONAL INFORMATION WHICH THEY FEEL MAY BE USEFUL IN EVALUATING THE BIDS. HOWEVER, THE DIVISION RESERVES THE RIGHT TO ACCEPT OR REJECT FOR CONSIDERATION DURING EVALUATION.
- 2) LOWEST OR ANY BID NOT NECESSARILY ACCEPTED.
- 3) FRONTIER SCHOOL DIVISION IS COMMITTED TO CONSIDERING ALL ENVIRONMENTAL, SOCIAL AND ECONOMIC IMPACTS OF ALL ITS PURCHASES. TO THIS END, CRITERIA FOR DETERMINING THE SUCCESSFUL BIDDER WILL INCLUDE SUSTAINABILITY FACTORS.
- 4) FRONTIER SCHOOL DIVISION IS COMMITTED TO BECOMING AN INCLUSIVE SOCIETY, BY PREVENTING AND REMOVING BARRIERS THAT HINDER THE PARTICIPATION AND INCLUSION OF ALL MANITOBANS. TO THIS END, CRITERIA FOR DETERMINING THE SUCCESSFUL BIDDER WILL INCLUDE ACCESSIBILITY FACTORS.
- 5) LOWEST OR ANY TENDER NOT NECESSARILY ACCEPTED.

****This document is available in alternative formats by request****

Note: The Bidder may quote on any or all of the services required.
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Proposal Inquiries

The Proponent shall be solely responsible for obtaining all information that may be essential in order to comprehend the requirements of this Tender and submit a Proposal in accordance with the terms and conditions of this Tender.

No allowance shall be made for the failure of a Proponent to obtain such information or to make such investigations.

The Proponent shall scrutinize the Tender as soon as possible after receipt. Should a Proponent notice any errors or omissions, the Proponent shall advise Frontier School Division's Representative, identified in the Tender, as soon as possible so further instructions may be issued.

All inquiries related to this Tender are to be directed, in writing, at least 3 days prior to the Submission Deadline as noted at the title page of this Tender.

Inquiries received after this date may not be answered.

Written inquiries are to be directed to:

Name: Jennifer Johnson
Position: Administrative Office
Department: Area 5
Address: Frontier School Division
Area 5 Office
Box 1000
Norway House, Manitoba R0B 1B0
E-mail: Jennifer.Johnson@fsdnet.ca
Phone (204) 359-6711
Fax (204) 359-6897

All prospective Bidders are advised to regularly visit the Division's website to view any amendment made to the Bidding Documents.

The clarifications and amendments will be binding on the Bidders.

The Division will assume neither responsibility nor liability for the Bidder's non-familiarity with any amendment issued pursuant to any provision herein.

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SCOPE OF WORK:

1.0 General

Frontier School Division (FSD) is requesting pricing to provide Water Services three times per week on Monday, Wednesday, and Friday during business hours 8:30 a.m. to 4:30 p.m. Additional deliveries upon request.

2.0 Areas to be serviced

This service will be provided to 45 Housing Units (Teacherages) in the North End of Norway House. In addition, services are to be provided to the Maintenance Department Building located by the PDC, and Housing warehouse site, and the Transportation Office in Norway House, MB.

3.0 Equipment and methods

Please supply information outlining your equipment and the service you propose to provide. Please include crew size and previous experience you have. Please detail your cleaning methods.

4.0 References

Please provide references for three completed commercial jobs.

5.0 Costing

Please provide a price for Water Services for the periods indicated.

6.0 Inspection and assistance

Inspection will be done by Maintenance Personnel and if service provided is deemed to be unsatisfactory by the Division this may result in cancellation of contract, with no penalty to the Division, by providing 30 days written notice to the Contractor.

7.0 Timing

The work must be completed in a timely and professional manner.

**TENDER NO. 1039
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NORWAY HOUSE, MANITOBA**

1st Year

(a) Water Services – July 1, 2025 to June 30, 2026

In having examined the specifications prepared by the Division, WE HEREBY OFFER to furnish, all labour, material and necessary tools of the trade for the work as specified herein including the cost of all applicable Provincial and Federal taxes for the total sum of:

(in writing)

(numbers)

The Goods and Services tax INCLUDED in the above bid is for the amount of:

(numbers)

2nd Year

(b) Water Services - July 1, 2026 to June 30, 2027

In having examined the specifications prepared by the Division, WE HEREBY OFFER to furnish, all labour, material and necessary tools of the trade for the work as specified herein including the cost of all applicable Provincial and Federal taxes for the total sum of:

(in writing)

(numbers)

The Goods and Services tax INCLUDED in the above bid is for the amount of:

(numbers)

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3rd Year

(c) Water Services - July 1, 2027 to June 30, 2028

In having examined the specifications prepared by the Division, WE HEREBY OFFER to furnish, all labour, material and necessary tools of the trade for the work as specified herein including the cost of all applicable Provincial and Federal taxes for the total sum of:

(in writing)

(numbers)

The Goods and Services tax INCLUDED in the above bid is for the amount of:

(numbers)

4th Year

(d) Water Services - July 1, 2028 to June 30, 2029

In having examined the specifications prepared by the Division, WE HEREBY OFFER to furnish, all labour, material and necessary tools of the trade for the work as specified herein including the cost of all applicable Provincial and Federal taxes for the total sum of:

(in writing)

(numbers)

The Goods and Services tax INCLUDED in the above bid is for the amount of:

(numbers)

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Date: _____

Vendor: _____

Signature: _____

(please print) _____

Phone: _____

Fax: _____

Email: _____

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Appendix A

1.0 Interpretation

- 1.1 The submission of a proposal and the receipt of opening a proposal by the Frontier School Division ('the Division') does not in any way constitute acceptance of a proposal.
- 1.2 The Division may, in its full discretion, reject all or any part of a proposal or any of the proposals submitted under this RFP.
- 1.3 The Division reserves the right to require or obtain any additional information to clarify any proposal before finalizing its selection.
- 1.4 The Division is not liable for any costs incurred by a bidder with respect to the preparation or presentation of a proposal.
- 1.5 Proposals shall be irrevocable for a period of 90 ninety (90) days following the closing date.
- 1.6 Should the Bidder find discrepancies in, or omissions from, the RFP document, specifications, or other terms and conditions, or be in doubt as to their meaning, it shall at once notify the Division, which will issue written instructions or addenda. The Division will not be responsible for oral or telephone interpretations, all inquiries must be in writing. Questions received less than three (3) business days before the date and time of closing cannot be answered. All addenda issued during the time of bidding shall be incorporated into the final contract.

2.0 Liability

- 2.1 The Division shall not be liable for any injury to the bidder or to any officers, employees or agents of the bidder for any damage to or loss of property of the bidder or the officers, employees or agents of the bidder caused by or in any way related to the performance of this Agreement by the bidder.

3.0 Indemnity

- 3.1 The bidder shall use due care in the performance of its obligations under this agreement to ensure that no person is injured, no property is damaged or lost, the environment is not damaged and no rights are infringed.

4.0 Insurance

- 4.1 The bidder acknowledges that it is solely responsible for determining the adequacy of its insurance coverage.
- 4.2 The cost of obtaining required insurance coverage shall be borne by the bidder.

5.0 Amendments

- 5.1 No amendment or change to, or modification of, this agreement shall be valid unless it is in writing and signed by both parties.