



Contract ENG16-xx
Scope of Work
Location
Limits

Issued By:
City of Greater Sudbury

Tony Cecutti, P. Eng., FEC
General Manager of Infrastructure Services

April 2016

Engineering Services Division

H.S.T. included \$
No Refund

**City of Greater Sudbury
Tender For**

**Contract ENG16-xx
Scope of Work
Location
Limits**

Tenders must be submitted on forms provided by the Corporation, in a sealed envelope using the completed label sheet provided, to the **City of Greater Sudbury, Supplies and Services Department, Second Floor, Tom Davies Square:**

Mailing / Courier Address: 200 Brady Street, PO Box 5000, Station A, Sudbury, Ontario, P3A 5P3

**No Later Than
1:30 PM Local Time
[date]**

Construction Works

The construction works include the following approximate quantities:

[Scope of Work]

Tender Documents

Tender documents **and drawings** may be downloaded free of charge from the City of Greater Sudbury's (City) website <http://www.greatersudbury.ca/tenders> or may be picked up at the City of Greater Sudbury, Engineering Services Division, Third Floor, Tom Davies Square, 200 Brady Street, Box 5000, Station A, Sudbury, Ontario, P3A 5P3, **on [date], upon receipt of a non-refundable payment of \$[dollar amount] (includes H.S.T.).** Plan Takers who choose to download Tender Documents from the City's website, are to contact **[insert Official Point of Contact name]** at 705-674-4455, ext. **number** for a DVD containing **(description)**. Tender documents may also be viewed at the same location.

Communications/Official Point of Contact

The official point of contact for this Bid Solicitation is **[insert Official Point of Contact name]**, email at insertOfficialPointofContact.emailaddress@greatersudbury.ca or phone number 705-674-4455, Ext. **[insert extension number]** and all communications with the City during the procurement process shall be through the official point of contact. For additional information, see Division #1 of contract document, Section 2.3 - Communications/Official Point of Contact.

[Designer to select ONLY one section for Prequalification]

Prequalification

Bidders must prequalify and the deadline to apply for prequalification is **12:00 Noon, (date)**.

Only bids from prequalified Bidders and have attended the Mandatory Tender Information Meeting, will be considered.

[OR]

Prequalification

(Not Applicable to Contract ENG16-xx)

Only bids from Bidders who have attended the Mandatory Tender Information Meeting will be considered.

Tender Information Meeting - Mandatory

A **Mandatory** Tender Information Meeting will be held on **[date]**, at **[time]**, in Committee Room **[#]**, Tom Davies Square, 200 Brady Street, Sudbury, Ontario.

Deadline for Questions

The Deadline for questions is **12:00 Noon**, **[date]**.

Tender Opening

Tenders will be opened publicly at **2:30 PM**, on **[date]**, by the **Tender Opening Committee**, in **Committee Room C-21**, Tom Davies Square, 200 Brady Street, Sudbury, Ontario.

Tender Award

Tender award is subject to receipt of **[Subject]**.

Lowest or any tender not necessarily accepted.

City of Greater Sudbury

Contract ENG16-xx
[Contract Description]

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Standard Form of Agreement
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- Division #6** General Conditions
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