



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

**Issued By:**  
**City of Greater Sudbury**

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

**June 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.).** 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](mailto: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-13A**, 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]**

**Table of Contents**

- Division #1** Instructions to Bidders
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Schedule of Unit Prices  
Standard Form of Agreement  
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Bidder's Check List
- Division #3** Special Provisions
- Division #4** Contract Plans Listing  
Specifications Listing  
Standard Drawings Listing
- Division #5** Soils Investigations  
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- Division #6** General Conditions  
(in Legal Copies only)