

Bid Requirements And Conditions – Section 1100

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1 APPLICATION OF SECTION 1100

- 1.1 This section of the General Provisions will apply to the bid process and will form part of the final agreement between the successful Bidder and the Ministry.

2 INTERPRETATION OF ESTIMATED QUANTITIES

- 2.1 The Estimated Quantities shown in the Bid Package are approximate, not guaranteed to be accurate, and prepared only to allow for comparison of Bids. Payment to the Contractor will be made only for the Final Quantities. Except as provided in Subsections 1300.2 and 1300.3, any increase or decrease between the Estimated Quantities and Final Quantities will not invalidate the Unit Prices bid.

3 EXAMINATION OF PROJECT SITE, WORK AND BID DOCUMENTS

- 3.1 It shall be the responsibility of the Bidder to properly examine the Project site including without limitation, soil and moisture conditions, and to fully inform itself of all aspects of the Work. The Ministry will not be liable and the Bidder will have no claim for damages, losses, costs or expenses of any nature resulting from any misunderstanding or failure to properly examine the Project site and Bid Package or inform itself as to the nature, scope, risks and conditions relating to the Work.

- 3.2 While the Ministry has endeavoured to ensure accurate presentation of information in the Bid Package, Bidders must conduct their own investigations and due diligence into the facts. The Ministry has no obligation to provide other materials, information or reports not in the Bid Package. Nothing in the Bid Package is intended to relieve the Bidder from forming its own opinions and conclusions regarding the Work and the Bid requirements. The submission of a Bid will be conclusive evidence that the Bidder has properly examined the Project site and Bid Package and informed itself as to the nature, scope, risks and conditions relating to the Work.
- 3.3 If a Bidder finds any discrepancies or omissions in the Bid Package or requires clarification, the Bidder shall obtain clarification from the authorized Ministry representative before submitting a Bid.
 - 3.3.1 Bidders shall seek clarifications promptly to allow the Ministry to respond in a timely manner.

4 INQUIRIES

- 4.1 Bidders shall submit all inquiries pertaining to Bid Package in accordance with instructions provided on www.sasktenders.ca.

5 ADDENDA

- 5.1 The Ministry reserves the right in its sole discretion to amend or change the Bid Package including the drawings, Specifications and scope of Work at any time prior to the close of bids by the issuance of an addendum to the Bid Package.
- 5.2 The Ministry will attempt to inform all known Bidders of all addenda, but it is the Bidders' sole responsibility to ensure they have received all addenda issued prior to the close of bids.

6 PREPARATION OF BIDS

- 6.1 Bidders shall specify on the Bid Form the Unit Price for each Bid Item, the Extension of a Unit Price for each Bid Item, and the Total Amount of Bid in the appropriate spaces on the Bid Form.
 - 6.1.1 For Site Occupancy, Bidders shall specify under the Charged Days Bid (numerals) column on the Bid Form the estimated number of Charged Days to complete the work specified in a Stage.

6.1.1.1 The number indicated for the quantity of Charged Days Bid (numerals) shall be a whole number. If a part of a day is indicated on the Bid Form, that quantity will be rounded up to the nearest whole number, and the extension recalculated.

6.2 Goods and services purchased with Crown funds are exempt from the federal Goods & Services Tax and all Bid prices shall exclude GST.

6.3 The failure of a Bidder to properly provide Unit Prices for all Bid Items may result in that Bid being disqualified.

6.4 Each bid must be approved by a properly authorized representative of the Bidder in accordance with the instructions provided on the Bid Form and the Ministry reserves the right to require proof of authorization at any time before or after the close of bidding.

7 BID GUARANTY

7.1 Where a bid guaranty is required by the Bid Package, the bid guaranty shall be:

7.1.1 in the form of a certified cheque, bank draft or bid bond; and

7.1.2 not less than the amount stipulated on the Bid Form.

7.2 Bid guaranties shall be made payable to the Minister of Finance.

7.3 Where the bid guaranty is a bid bond, it must be:

7.3.1 issued by a surety or an insurance company registered under The Saskatchewan Insurance Act;

7.3.2 signed by both the Bidder and the surety or insurance company; and

7.3.3 submitted on the form contained in the Bid Package or on a form that is, in the sole opinion of the Ministry, acceptable in content and enforceability.

8 ELECTRONIC SUBMISSION OF BID

8.1 All bids must be submitted electronically in accordance with instructions provided on www.sasktenders.ca.

8.2 Bids must be submitted prior to the closing time specified on the Bid Form.

- 8.3 The Ministry reserves the right in its sole discretion to extend the closing time for any reason at any time prior to the closing time. The Ministry will attempt to notify all known Bidders as soon as possible of any extension to the closing time.

9 WITHDRAWAL OF BIDS

- 9.1 Bids submitted electronically may only be withdrawn in accordance with instructions provided on www.sasktenders.ca.
- 9.2 Unless withdrawn in accordance with Subsection 1100.9.1, Bids are irrevocable for 60 days after the close of bidding.

10 MODIFICATION OF BIDS

- 10.1 Bids submitted electronically may only be modified or corrected prior to the close of bidding on the Modification of Bid form provided in the Bid Package and in accordance with instructions provided on www.sasktenders.ca.

11 BID RESULTS

- 11.1 Bids will not be publicly opened. Upon award, Bid results will be posted on www.sasktenders.ca. This will include the name of the Bidder and the apparent Total Amount of Bid for all bids. Unit prices will not be announced.