



NEW WESTMINSTER

December 3, 2015

**ADDENDUM #1
NWIT-15-39
Boiler Replacement
Library & Century House, New Westminster, BC**

This addendum modifies the Invitation to Tender only as noted:

INSTRUCTIONS TO BIDDERS

3.0 Submission of Tender

3.3 <CHANGE TO READ> “prior to 3:00 pm (Local Time) on Thursday, December 17, 2015.”

BID FORM

<DELETE> Bid Form included in Tender Documents (4 pages) and **<REPLACE WITH>**
Bid Form Revised Dec 3, 2015 (4 pages following)

Please acknowledge this addendum on page #3 of #4 in the Bid Form.

END OF ADDENDUM #1

Yours truly,

Heather M. Rossi
Intermediate Buyer

1.0 PROJECT

Title: **Boiler Replacement, Library & Century House**

Location: New Westminster Public Library and Century House, New Westminster, BC

2.0 BIDDER

Name: _____
(Hereinafter referred to as the "Bidder")

Address: _____
(including postal code)

Contact Name: _____

Telephone No: _____

Facsimile No: _____

Email Address: _____

3.0 OWNER

The Owner is the City of New Westminster, 511 Royal Avenue, New Westminster, BC, V3L 1H9, hereinafter referred to as the "City".

4.0 OFFER

4.1 The Bidder, having examined the Bid Documents and having gained full knowledge of the scope, character and location of the work and having become familiar with the local conditions, hereby offers to the City to execute the Work for the above named project in accordance with the Bid Documents for the amount of:

_____ dollars

(\$ _____), the contract price, which price shall be subject to adjustments as may be provided in the Tender Documents. The contract price **excludes** the Goods and Services Tax (GST).

4.2 The Contractor acknowledges that the City may, prior to contract award, negotiate changes to the scope of work with the low bidder or any one or more bidders without having any duty or obligation to advise any other bidders or to allow them to vary their bid prices due to changes to the scope of work.

5.0 CASH ALLOWANCES

5.1 The following Cash Allowance is to be **included** in the Bid Price. The Owner may or may not elect to use this allowance at their discretion. Allowances may be increased or decreased, at the discretion of the Owner, and the Contract Price will be adjusted accordingly by the methods identified in the General Requirements and Supplementary Conditions of the contract. The values shown exclude GST.

Item	Description	Total Cash Allowance included in Offer
1.0	Controls as per Specifications in drawings for Library.	\$ 16,500.00
2.0	Controls as per Specifications in drawings for Century House.	\$ 14,750.00

6.0 INDIVIDUAL PRICES

- 6.1 Individual Prices (items 6.2.1 to 6.2.2) are **to be included** in the Offer amount shown in 4.1 above.
- 6.2 Individual Prices are to be included in the Offer amount shown in 4.1 above. The City of New Westminster intends to use these prices only for internal accounting purposes.

Item	Description	Separate Price
6.2.1	Boiler Replacement at Public Library	\$
6.2.2	Boiler Replacement at Century House	\$

7.0 ADJUSTMENTS TO CONTRACT PRICE

- 7.1 The Contractor further offers to carry out any changes to the work authorized by the City and to be compensated as provided in the General Conditions.

8.0 SCHEDULE

- 8.1 The Contractor offers to commence the Work and to achieve substantial performance of the Work in a manner acceptable to the City within _____ days from the date of the Notice to Proceed.

8.2 Failure to commence or complete the Work within the time stated may result in cancellation of the contract and completion of the Work by others.

9.0 ADDENDA

9.1 Any addenda issued by the City shall become part of the Bid Documents.

9.2 The Contractor acknowledges receipt of the following addenda and confirms that the Bid has been prepared in accordance therewith:

<u>Addendum No.</u>	<u>Dated</u>	<u>No. of Pages</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

10.0 SUBCONTRACTORS

10.1 The Contractor confirms that following is a list of all the subcontractors who will be employed for the Work. No other subcontractors will be employed unless prior written approval is received from the City.

<u>Name of Subcontractor</u>	<u>Item of Work</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

11.0 REFERENCES Note: Failure to complete this section may result in disqualification.

11.1 Bidders shall provide sources for three (3) references (companies for whom work of a similar nature was done in the past five (5) years, including the City of New Westminister).

1 Company Name: _____
Contact Person: _____ Phone: _____
Nature of Contract: _____

Project Date: _____ Approximate Value: _____

2 Company Name: _____

Contact Person: _____ Phone: _____

Nature of Contract: _____

Project Date: _____ Approximate Value: _____

3 Company Name: _____

Contact Person: _____ Phone: _____

Nature of Contract: _____

Project Date: _____ Approximate Value: _____

12.0 ACCEPTANCE

12.1 Acceptance of this offer by the City will be made by the issuance of a Letter of Award.

13.0 SIGNATURES

SIGNED, SEALED, AND DELIVERED by the Contractor:

(Contractor's Name)

(Legal Signing Authority)

(Corporate Seal)

(Print Name and Title)

(Date)

End of Bid Form