

TENDER SPECIFICATIONS

2022/2023 Heat Pump Units Replacement

Tenders will be received by email to Scott Fraser at sfraser@colchester.ca until **3:00 pm (local time), Friday, December 9, 2022.**

Submissions must be received prior to the date and time indicated for Tender Closing. It is the responsibility of the tenderer to confirm receipt of their tender by the Municipality.

The County will be purchasing supply of labor and materials to replace 4 Air Conditioning units with heat pumps. The Owner reserves the right to reject all tenders or any tender; not necessarily accept the lowest tender; waive any irregularities, formalities, informalities or technicalities; and to accept or reject any offer whatsoever as considered by the owner to be in its best interest.

Issued Date – November 21, 2022

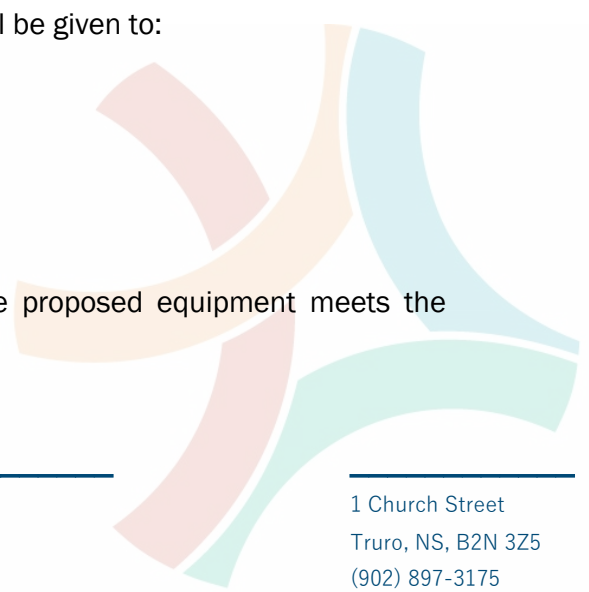


INSTRUCTIONS TO BIDDERS:

1. The attached Tender Form must be used for tabulation purposes. Specification sheets as provided herein form part of the tender and must not be removed. Please check the appropriate box under the “comply” section and include additional details under the “specify” section where applicable.
2. All bid submissions must be accompanied by manufacturer’s literature describing, in detail, the replacement equipment supplied. Bidder must provide further details regarding size, equipment, accessories, and capabilities, as necessary to illustrate adherence to the tender. Where conflicting information exists between the manufacturer’s literature and manufacturer-supplied specifications, and the specification sheets in the tender form, the specification sheets in the tender form will govern.
3. Bid submissions must include freight, duty, and any other charges, which are applicable at time of tender award.
4. The Municipality reserves the right to reject all tenders or any tender; not necessarily accept the lowest tender; waive any irregularities, formalities, informalities, or technicalities; and to accept or reject any offer whatsoever as considered by the owner to be in its best interest.
5. Tenders must be received by the Corporate Services Office of the Municipality of Colchester, via email to Scott Fraser at sfraser@colchester.ca, **no later than 3:00 pm (local time), Friday, December 2, 2022.**
6. Paper copies of bid submissions are not required.
7. Tenders will be opened privately.

GENERAL DETAILS:

1. The specifications below describe replacement of existing units with heat pump units. The Municipality reserves its rights to evaluate its options and either proceed or not proceed with this project.
2. All pricing information shall be included on the attached tender form.
3. The Supplier is to state an approximate time of replacement of the equipment in number of Calendar Days from receipt of Purchase Order.
4. While evaluating the submission, due consideration shall be given to:
 - a. Experience of manufacturer
 - b. Experience of installer
 - c. Delivery schedule
 - d. Warranty of equipment
 - e. Serviceability of equipment
5. In submitting a tender, the tenderer confirms that the proposed equipment meets the specifications outlined herein.



6. The tenderer shall submit a description of all standard warranties on various components that are available and included in the price at the time of purchase of the equipment.
7. The tenderer shall submit the cost and description of optional warranties that are available, for example, extended warranty. The cost of such warranties should be identified as a separate optional item on the Tender Form.
8. Tenderer must preform a minimum of one site visit prior to submitting a bid.

SPECIFICATIONS (MINIMUM):

- 5 Ton AC Replacement with Heat Pump unit
- 3.5 Ton AC Replacement with Heat Pump unit
- 3 Ton AC Replacement with Heat Pump unit
- 2.5 Ton AC Replacement with Heat Pump unit

All replacement units must meet the following specifications:

- SEER: Up to 15
- HSPF: 9.0
- Compressor Type: Energy Efficient
- 5 mm Condenser Coil

SCOPE OF WORK:

- Supply labor and material to remove existing Air conditioning system – Condenser and air handler.
- Supply and install of new condenser complete with Air handler and electric heat element.
- Supply labor and material to place new condensing unit on the aluminum snow stand mounted.
- Supply labor and material to place air handling unit in ceiling space.
- Supply labor and material to tie into existing ductwork, with some alterations to allow for airflow.
- Supply labor and material to connect existing refrigerant piping from condensing unit to air handler.
- Supply labor and material to install control wiring and install thermostat.
- Supply labor to perform pressure test on piping and charge.
- Supply labor and material to start up unit and ensure proper operation.

TENDER FORM

The undersigned bidder has carefully examined the form of tender and the specifications to furnish and deliver the equipment listed below and described in the above specifications and will accept in full payment, the following price:

Heat Pump Unit Replacements	
Make & Model(s)	
LIST PRICE of Units	
NET PRICE (EXCLUDING HST)	
Materials (EXCLUDING HST)	
Labor (EXCLUDING HST)	
SUBTOTAL	
HST	
TOTAL PRICE (INCLUDING HST)	
OPTIONAL WARRANTY (EXCLUDING HST)	
Warranty Details (Duration/Coverage):	
DELIVERY TIME IN DAYS (after notification of order)	

SUBMITTED BY:

Company Name: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Contact Person: _____

Email Address: _____

