



**SPECIFICATIONS FOR  
TENDER #0171-1814  
SUPPLY OF AUTOMATIC SPRINKLER SYSTEM SERVICE  
FOR  
WESTERN HEALTH**

**CLOSING DATE: 21<sup>st</sup> of June 2018**

**CLOSING TIME: 2:00 PM (Newfoundland Time)**



## **Invitation to Tender for Automatic Sprinkler System Service**

### **1.0 General Provisions**

#### **1.1 Intent**

This invitation to Tender is intended to obtain Automatic Sprinkler System Inspection Service for the Western Regional Health Authority (Western Health) at their facilities in the Western Region. The contract term will be for three years with the option to extend an additional two years.

This Tender is concerned with the acquisition of Automatic Sprinkler System Service with consideration of the following:

- Ongoing service and maintenance support.
- All manuals, documents and initial supplies.
- The right to reproduce any printed materials supplied with the product for the purpose of using the product.

1.1.1 Western Health reserves the right to add additional units at the same price for a period up to and including 31 December 2018.

#### **1.2 Client Background**

Western Health was established in 2005 and is responsible for the delivery of Health and Community Services in the Western Region.

#### **1.3 Vendor Response**

1.3.1 Vendor's tender must contain an Executive Summary which shall contain:

- a. A brief description of the product being quoted.
- b. The name, title and address of the Vendor's representative responsible for the preparation of the Tender.

- 1.3.2 All prices quoted for goods and services must be specified in Canadian dollars, FOB Regional Sites. All Tenders will be held to be valid for ninety (90) days following the Tender closing date.
- 1.3.3 Tenders must be received in full on or before the exact closing time and date indicated. **TENDERS RECEIVED AFTER THAT TIME WILL NOT BE CONSIDERED.**
- 1.3.4 All costs relating to the work and materials supplied by the Vendor in responding to this Invitation to Tender must be borne by the Vendor.

#### 1.4 **Release of Information**

##### 1.4.1 **While Tender is Open:**

The names of individuals or companies who have picked up the tender documents will **not** be released. Potential bidders can request clarification on the requirements of the work to be done and/or the bidding process by contacting the Western Health Materials Management department.

##### 1.4.2 **At Tender Opening:**

Only the names of the bidders will be read out.

##### 1.4.3 **After Tender Opening:**

1. No further information will be released until after the contract is awarded.
2. After award, only the name and bid price of the successful bidder will be made available.
3. Information will be made available for a 90 day period only.
4. Successful Awards will be posted on Web Site.

##### 1.4.4 **FYI, Statements that are included as part of our Tender calls:**

While bidders are welcome to attend the public opening, please be advised that it is not our policy to release bid information. Only the names of the bidders will be released.

## 1.5 Communication During Tendering

- 1.5.1 All communications with Western Health with respect to this invitation to Tender must be directed in writing to the attention of:

Mr. Paul Wight  
Regional Director of Materials Management  
Western Health  
1 Brookfield Ave.  
Corner Brook, Newfoundland  
A2H 6J7  
Tel: (709) 637-5000 Ext. 6429  
Fax: (709) 637-2649  
Email: paulwight@westernhealth.nl.ca

- 1.5.2 Western Health may, during the assessment period, request meetings with the Vendors to clarify points in the Tender. No changes by the Vendor will be permitted after the Tender closing date.
- 1.5.3 Faxed Tender responses will be accepted with the condition that the original Tender documents are received at Western Health's Materials Management Department no later than **Five** working days following the Tender closing date.
- 1.5.4 All bids must be sent in a sealed envelope clearly marked with Tender Name and Number to: Materials Management Department, Western Health, Western Memorial Regional Hospital, First Floor, P.O. Box 2005, Corner Brook, NL A2H 6J7.
- 1.5.5 Bids submitted by electronic transmission (e-mail) will not be accepted.
- 1.5.6 Companies submitting fax Tenders are doing so at their own risk and the fax Tender must be at the public opening as specified in the Tender information. This Authority will not be responsible for in-house courier services if companies submit quotations by fax machine. The time stated on the fax Tender will become null and void since it is the responsibility of the company placing the Tender to have their Tender at the public opening, therefore, this Authority will not be responsible for any damages or liabilities.
- 1.5.7 In order to contribute to waste reduction and promote environmental protection, the Western Health will endeavour to acquire goods and services that support these principles, therefore, product(s) quoted should include:

- maximum level of post-consumer waste and/or recyclable content
- minimal packaging
- minimal environmental hazards
- maximum energy efficiency
- potential for recycling
- disposal costs
- must not reduce the quality of the product required or affect the intended use of the product
- must not significantly impact the acquisition cost

## 1.6 **Tender Acceptance**

1.6.1 Any acquisitions resultant from this invitation to Tender shall be subject to the Public Procurement Act of Newfoundland and any other applicable legislation.

1.6.2 The Tenders shall be opened in the Private Dining Room at The Western Memorial Regional Hospital on the scheduled date and time.

1.6.3 Any Tender may be accepted in whole or in part. The lowest Tender may not necessarily be accepted and Western Health reserves the right to cancel the Tender call. Western Health shall not be held responsible or liable for the payment of any costs that are incurred by the bidder in preparing a Tender in response to this invitation to Tender.

## 1.7 **Warranty**

The Vendor shall warrant that the service and/or products supplied to Western Health shall equal the published specifications.

The Vendor shall provide no less than a 1-year warranty on the system. The Vendor agrees to provide free of charge all parts and labor necessary to repair the system during the first year of operation.

## 2.0 **Scope of Work**

2.1 **Vendors must have the qualifications and experience for doing the work listed below.**

2.1.1 Inspect and test the fixed fire protection equipment described herein in accordance with this contract, the standards of the National Fire Protection Association (NFPA) are NFPA-25 Testing and inspection and Maintenance of Sprinkler Systems (No. 13-A) and the requirements of NLFD Regulations 278-84, the insuring authority having jurisdiction. The

Contractor, in the performance of the work shall use the NFPA Report of Inspection Form.

2.1.2 The "Qualified" Vendor shall furnish all necessary labour, material, tools and equipment to carry out full maintenance service in accordance with the work schedule and the manufacturer's manuals.

2.1.3 The contractor shall inspect all sites Two (2) times per year at regular intervals. Upon approval of tender contractor shall submit a schedule of visits for each site. The Contractor shall notify the Site one week in advance if there is a change to the schedule. First schedule will be performed upon the awarding of this tender.

## 2.2 **Examination of Premises**

2.2.1 All Vendors tendering should examine the sites of the proposed work prior to submitting their tender and become thoroughly acquainted with same and obtain any and all information that may be necessary to properly execute contract. Please make arrangements with the contact person listed in Appendix A.

## 2.3 **Work Included**

### 2.3.1 **Wet Systems-Alarm Valves**

Test alarms by opening the Inspector's test connection and/or the by-past test connection, in conjunction with making a water flow test when facilities and conditions permit.

Check cold weather valves and exposed piping for winter and summer operation.

Test the antifreeze in wet systems in accordance with NFPA Pamphlet No. 13.

### 2.3.2 **Dry Systems-Dry Valves, Accelerators, Exhausters**

Test the alarms and perform a water flow test through the drain connection when facilities and conditions permit.

Check air pressure, priming water level, latching arrangements, automatic drip connections when provided, and the general condition of the dry pipe valves, accelerators or exhausters, and their environment, including dry pipe valve rooms or enclosures.

Trip test dry pipe valves, together with accelerators and exhausters, if provided.

Place the system and the dry pipe valve to former condition.

Open condensation drains on drum drip connections and drain low points during fall and winter inspections.

Tag systems with date of service, Service Company and Company Representative.

2.3.3 This contract is for a three (3) year term commencing upon the awarding of this contract, with the option for a two (2) year extension.

2.3.4 Supply Hourly rate for Emergency and service calls when requested.

2.3.5 All Sites shall have two (2) inspections per year.

## 2.4 **Work Not Included**

The inspection and testing provided under this agreement does not include any maintenance, repairs, alterations, replacement of parts or any field adjustments ( other than valve & pressure switches). Should any repairs, replacement of parts or field adjustments be requested by subscriber they will be in addition to this tender. The contractor shall furnish the subscriber with an estimated price before the additional work is performed. Western Health reserves the right to seek other pricing.

## 2.5 **Equipment / Systems**

2.5.1 As listed in Appendix A.

## 2.6 **Emergency and Service Calls**

2.6.1 Provide twenty-four (24) hour a day, seven (7) days a week answering service for emergency and service calls. Contact or response to any calls shall be within a four hour period (4).

## 2.7 **Replacement Parts**

2.7.1 The Contractor is required to give cost estimates on any replacement parts or major repairs.

2.7.2 All replacement parts will be new, no used materials are acceptable.

2.7.3 Where the Health Authority has an equipment and inventory system, the Vendors service person shall comply with the procedure required to update service and inventory records.

## 2.8 Reports

2.8.1 Reports shall require signature from the Site Facility/Support Services Manager with copies sent to the Site Facility/Support Manager; to the Regional Director ~ Physical Infrastructure Support - WMRH and to the Fire Commissioners Office.

## 3.0 Presentation

### 3.1 Presentation

A presentation of the Tender and / or a demonstration of the product / system shall be provided, if requested, at the Vendor's expense.

## 4.0 Product History and Vendor Reputation

4.1 The Vendor shall provide a list of three (3) organizations where a similar Unit has been installed. Include a contact person for each organization.

## 5.0 Financial Considerations

5.1 All applicable taxes shall be indicated in the Tender.

5.2 The cost for installation, initial set-up and programming shall be included in the Tender price.

5.3 All costs for training shall be included in the Tender. This includes any travel, meals and accommodation.

5.4 Please complete the detailed Cost Sheet in Appendix B.

### 5.5 Terms of Payment

The Authority agrees to pay the full invoiced amount within 30 days following acceptance of the installed system by Western Health. Acceptance testing will be completed within 30 days following the complete installation of the system.



6.0 **Vendor Confirmation** (please sign)

I confirm that our Tender meets or exceeds the specifications detailed in this invitation to Tender. I also confirm that all specifications are included in the quoted price. Any items that are optional are noted accordingly.

Signed \_\_\_\_\_

Title \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

**Tender Price \$** \_\_\_\_\_ **Tax Extra** **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**TENDER CHECKLIST**

**TENDER #0171-1814**

**DID YOU INCLUDE**

- HAS TENDER SUBMISSION BEEN SIGNED Yes  No
- COPY OF REQUIRED TENDER DOCUMENTS Yes  No
- COPY OF BROCHURES (IF REQUESTED) Yes  No
- COPY OF WCB LETTER OF GOOD STANDING (IF REQUIRED) Yes  No
- COPY OF PROOF OF INSURANCE (IF REQUIRED) Yes  No
- AMOUNT OF TAX NOTED ON REQUEST FOR QUOTATION FORM Yes  No
- OPTIONAL PRICING FOR TRAINING INCLUDED Yes  No

**NOTE: TENDER RESPONSES MAY BE REJECTED IF YOU ANSWER “NO” TO ANY OF THE ABOVE QUESTIONS.**

## Appendix A

**Tender:**      **Service for Automatic Sprinkler Systems**  
**Location:**      **As Listed**  
**System Type:** **As Listed**

<b>SITE</b>	<b>SYSTEM</b>	<b>LOCATION</b>	<b>CONTACT</b>
Hammond Building	4" Wet	Corner Brook	Carlson Way
Corner Brook Long Term Care	1 - 6" Wet c/w Flow Switches 2 - Antifreeze systems 1 - 4" Wet System	Corner Brook	TBD
Sir Thomas Roddick Hospital	1 - 3" Wet c/w Flow switches 2 - 4" wet c/w Flow switches 2 - Pre Action Systems 3 - Antifreeze Loops	Stephenville	Craig Butt
Calder Health Care Centre	4" Wet c/w Fire Pump	Burgeo	Lloyd Janes
Monaghan Hall, School of Nursing	1 - 6 " Wet System c/w Flow Switches 1 - Antifreeze loop	Corner Brook	Carlson Way
Dr. Charles LeGrow Health Care Centre	4" Wet c/w Flow Switches 1 - Fire Pump	Port aux Basques	Kenny Meade
Gilbert Place	1 - 4" Wet c/w Flow Switches 1 - 2 zone Glycol system	Port aux Basques	Kenny Meade
Rufus Guinchard Health Care Centre	4" Wet no Flow Switches	Port Saunders	Vincent McCarthy
Bonne Bay Health Care Centre	4" Wet c/w flow Switches 4" Dry System Vertical Turbine Fire Pumps	Norris Point	David Yates
Humberwood Addictions Centre	1 - 4" Wet System 1 - 4" Dry System	Corner Brook	Carlson Way
Bay St. George Long Term Care	2 - 4" Dry Systems 2 - 4" Wet Systems c/w Flow Switches	Stephenville Crossing	Craig Butt

SITE	SYSTEM	LOCATION	CONTACT
Congregate Housing ( BSG LTC)	2 ½" Wet	Stephenville Crossing	Craig Butt
Protective Community Residences	4 – Wet c/w flow switches 4 – Dry Systems (4 Buildings Total)	Corner Brook	Carlson Way
Western Memorial Regional Hospital	1 – 6" Wet c/w Flow Switches 5 – 2 ½" Pre Action Systems Fire Pump 1 - Antifreeze System	Corner Brook	Carlson Way

**Appendix B Costing Sheet**

Contractor is asked to show cost for each site as a separate line item.

**Vendor Return Pricing Sheet:**

SITE	SYSTEM	PRICE 1ST. YEAR	PRICE 2ND. YEAR	PRICE 3RD. YEAR	SUB-TOTAL
Hammond Building	4" Wet				
Corner Brook Long Term Care	1 - 6" Wet c/w Flow Switches 2 - Antifreeze systems 1 - 4" Wet System				
Sir Thomas Roddick Hospital	1 - 3" Wet c/w Flow switches 2 - 4" wet c/w Flow switches 2 - Pre Action Systems 3 - Antifreeze Loops				
Calder Health Care Centre	4" Wet c/w Fire Pump				
Monaghan Hall, School of Nursing	1 - 4" Wet c/w Flow Switches 1 - 2 zone Glycol system				
Dr. Charles LeGrow Health Care Centre	4" Wet c/w Flow Switches 1 - Fire Pump				
Gilbert Place	1 - 4" Wet c/w Flow Switches 1 - 2 zone Glycol system				
Rufus Guinchard Health Care Centre	4" Wet no Flow Switches				
Bonne Bay Health Care Centre	4" Wet c/w flow Switches 4" Dry System Vertical Turbine Fire Pumps				
Humberwood Addictions Centre	1 - 4" Wet System 1 - 4" Dry System				
Bay St. George Long Term Care	2 - 4" Dry Systems 2 - 4" Wet Systems c/w Flow Switches				

SITE	SYSTEM	PRICE 1ST. YEAR	PRICE 2ND. YEAR	PRICE 3RD. YEAR	SUB-TOTAL
Congregate Housing ( BSG LTC)	2 ½" Wet				
Protective Community Residences	4 – Wet c/w flow switches 4 – Dry Systems (4 Buildings Total)				
Western Memorial Regional Hospital	1– 6" Wet c/w Flow Switches 5– 2 ½" Pre Action Systems Fire Pump 1 - Antifreeze loop				
<b>TOTAL</b>					

Hourly Rate for Extra Service: \_\_\_\_\_ Vendor: \_\_\_\_\_ Date: \_\_\_\_\_