

**Schedule 2 – Proposal Form**  
**Proposal for the construction of the**  
**Iglolik AHS and Wellness Centre**

**TO: QIKQITANI INUIT ASSOCIATION**  
**c/o Justine Lywood**

**Proponent Name:**

\_\_\_\_\_

**Business Address:**

\_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_

**Contact name for future correspondence and inquiries:**

**Name and Title** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**We have read and we fully understand, acknowledge, accept and agree to the terms, conditions and the requirements of the RFP, including all RFP Documents, and we hereby submit the forms, documents and other material required by the RFP. Without limiting the foregoing, we understand, acknowledge, accept and agree that:**

- (a) **the issuance of the RFP Documents, our preparation and delivery of our Proposal, and the receipt, review, evaluation and/or negotiation of our Proposal will not create any contractual or other relations or obligations, including “Contract A” (sometimes referred to as the “bid contract”), between us and the Owner;**
- (b) **by participating in the RFP and by preparing and delivering a Proposal we have not acquired any legal or equitable rights or privileges against the Owner, and the Owner will not be obligated to us in any manner whatsoever unless and until a Contract has been duly signed.**

**We hereby represent that the documents and other material attached to this Proposal Form fully respond to the Proposal Deliverables, are complete and accurate, and that the Owner may rely on all such documents and material submitted.**

Capitalized terms used in this Proposal Form and not otherwise defined shall have the meanings assigned to them in the Request for Proposal.

**1. ADDENDA**

Our Proposal incorporates and takes into account addendum number(s) \_\_\_\_\_. *[Proponent to insert addendum number(s). If none, insert “none”]*

**2. ATTACHMENTS**

We have attached or submitted all documents and other material required by the Proposal Deliverables

and RFP Documents.

**3. PROJECT TEAM**

We have listed below the names of the individuals on the Project Team who are available and who will be assigned to the Project if we are the successful Proponent:

Position	Name
Project Executive / Executive in Charge	
Project Manager	
Site Superintendent	

We have attached copies of resumes for each of the individuals listed in the table above.

**4. PROPOSAL PRICE**

Having carefully examined the RFP Document, all addenda, and all other matters related to this RFP, we offer to enter into the Contract with the Owner to perform the Work for the Project for the following all-inclusive lump sum Proposal Price:

CDN \$ \_\_\_\_\_  
 [insert Proposal Price in figures only]

We acknowledge and agree that our Proposal Price offered above:

- a) is a fixed, all-inclusive lump sum price for the performance of the Work described in the RFP Documents;
- b) includes all cash allowance items and amounts stated in the RFP Documents
- c) includes the cost of bonding;
- d) is stated in Canadian dollars and **excludes** GST, PST, and all other taxes and duties.

**5. SCHEDULE OF VALUES AND ADVANCES**

Set out below is our Statement of Values for the proposed scope of Work. We agree that any item on the Schedule of Values has been left blank shall be deemed to be a submitted price of zero dollars (\$0) for such item. All prices below shall be exclusive of GST and PST.

Description	Lump Sum	Advance #1	Advance #2	Remaining
Design Services, including all subconsultant fees				
Inspections of modular or prefabricated products and materials (if applicable)				
Permits				
Project Management				
Bonding and Insurance				
Civil Work and Fencing				
Pile Work and Monitoring				
Structural Steel and Miscellaneous Metal Work				
Wood Structure and Shear Walls				

Description	Lump Sum	Advance #1	Advance #2	Remaining
Interior Framing				
Insulation, Vapour & Air Barrier				
Mechanical Rough-In				
Electrical Rough-In				
Metal Siding				
Roofing				
Doors, Frames and Windows				
Gypsum Board				
Mudding, Taping and Painting				
Flooring				
Mechanical Finishes and Controls				
Electrical Finishes				
Finish Carpentry				
Millwork				
FF&E				
Freight (flights, maritime transport, ground transportation)				
Room & Board				
Equipment, Handling				
Site Security & Safety				
Temporary Services				
Cash Allowance - Permanent Utility Power Connection	\$75,000			
Cash Allowance - Telephone and Data Connection	\$50,000			
Administration				
Profit				
<b>TOTAL</b>				

The total amount sought for Advance 1 is :\$ \_\_\_\_\_, excluding GST and PST

The total amount sought for Advance 2 is \$ \_\_\_\_\_, excluding GST and PST

**6. SEPARATE PRICES**

Set out below are the separate prices, any or all of which the Owner may accept for the amounts listed below. All optional prices submitted take into consideration and allow for changes and adjustments in other work as may be necessary to provide a finished and functional result. All optional prices exclude GST and PST but include all other taxes and duties.

Section	Description	Price
		\$ /per ___

		\$ /per __
		\$ /per__

**7. HOURLY RATES**

The undersigned submits the following labour rates for any extra work (excluding PST and GST), and such rates shall not be changed for the duration of the Work:

<b>Role</b>	<b>Hourly Rates (all inclusive)</b>
	\$ /hour
	\$ /hour
	\$ /hour
	\$ /hour
	\$ /hour

The undersigned agrees that the Owner can choose any of the above separate items for the Contract. Owner may include the above at the time or award, or later by means of a Change Order.

**8. SUBCONTRACTORS, SUPPLIERS, AND TRAINEES**

We propose to employ the following subcontractors and suppliers to perform an item of the work called for by the Contract and listed below. We also:

- (a) confirm that all proposed subcontractors and suppliers have been investigated to confirm their reliability and competence to perform the work in accordance with the Contract; and
- (b) acknowledge and agree that no substitution for a subcontractor or supplier listed below will be permitted after the Submission Deadline, except as may be provided in the Contract.

<b>Item of Work</b>	<b>Subcontractor / Supplier</b>
Mechanical	
Electrical	
Civil	
Foundation	

We agree that where the Owner has established a pre-trades training program we will work with the Owner to maximize the hiring, whether directly or through our subcontractors, of the trainees who have successfully completed such program (the "Trainees") for the performance of the Work. Subject to the availability of Trainees, we commit to employing not less than the following number of Trainees on the Project, either directly or indirectly.

Number of Trainees:\_\_\_\_\_

**9. INUIT AND LOCAL STATUS**

In accordance with Section 4.5.1(f)(iii), we meet the definition of:

- Inuit Firm
- Qikiqtani Business
- Related Business
- None of the above

We understand and acknowledge that if we have selected any box other than “none of the above”, we may be requested to provide documentation in support of our meeting of such definition and agree to do so within two (2) Business Days of such request. We further understand and acknowledge that if we fail to provide the requested documentation our bid will be rejected

**10. VALUE ENGINEERING SUGGESTIONS FOR DISCUSSION**

Our suggested changes to the design or specifications for consideration, if any, are attach a separate word or excel document that clearly identifies each item in the drawings or specifications that we proposing be changed, together will all other information required by Section 4.5.1(h).

**11. POINTS FOR DISCUSSION**

We are proposing to use the following form of Agreement (select one):

- CCDC 2 Stipulated Sum Contract as amended by the Supplementary Conditions
- CCDC 14 Design-Build Contract as amended by the Supplementary Conditions

We understand and acknowledge that if we wish to discuss any terms of the Agreement we must attach a separate word or excel document that clearly identifies each term or provision of the Agreement which we would like to discuss and any suggested alternate wording. We further understand, acknowledge and agree that if our Proposal does not include any Points for Discussion we will be deemed to make no Points for Discussion and will be deemed to accept the Agreement with no amendments.

**12. CONFLICT OF INTEREST**

If the box below is left blank, the Proponent will be deemed to declare that (a) there was no Conflict of Interest in preparing its Proposal; and (b) there is no foreseeable Conflict of Interest in performing the Agreement. Otherwise, if the statement below applies, check the box:

- We declare that there IS an actual or potential Conflict of Interest relating to the preparation of our Proposal, and/or we foresee an actual or potential Conflict of Interest in performing the Contract.

If a Proponent declares an actual or potential Conflict of Interest by marking the box above, the Proponent must provide details of the actual or potential Conflict of Interest as well as the Proponent’s proposed steps that, if implemented, would address the identified actual or potential Conflict of Interest.

**13. DECLARATIONS, REPRESENTATIONS, ACKNOWLEDGMENTS AND AGREEMENTS**

a) We declare and represent that:

- i. our Proposal is not made in connection with any other Proponent and is, in all respects, made without collusion; and

- ii. no person or firm other than the undersigned has any interest in this Proposal or in the proposed Contract for which this Proposal is made.
- b) We declare and agree that our Proposal is open for consideration by Owner for the duration of the Consideration Period.
- c) We acknowledge and agree that if we are invited, in accordance with the RFP, to enter into negotiations with Owner to settle the terms of the Contract, we agree that:
  - i. we will be limited to the issues, if any, raised in the Points for Discussion submitted as part of our Proposal and we agree not to raise or introduce any new issues relating to the Agreement;
  - ii. notwithstanding such negotiations, our Proposal will remain valid and will not be amended for the duration of the Consideration Period;
  - iii. we will use reasonable commercial efforts to complete the negotiations and settle all terms of the Contract within the time specified in the RFP.
- d) We declare, acknowledge and agree that, if we receive the Contract for execution, we will sign and deliver the signed Agreement to Owner within five (5) business days after receiving the Contract for signing or within such other time as Owner may agree, failing which we acknowledge and agree that Owner may cancel the award of the Contract to us.

**Signed and submitted for and on behalf of:**

**PROPONENT:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**NAME AND TITLE:** \_\_\_\_\_