



May 30th, 2024

Project Name: Flooring Replacement for Town of Nipawin Civic Office

1. Project Overview:

The Town of Nipawin invites sealed tenders from qualified and experienced contractors for the replacement of flooring at the Town of Nipawin Civic Office located at 210-2nd Avenue East.

2. Scope of Work:

The scope of work for this project includes, but is not limited to:

- Removal and disposal of existing flooring materials.
- Hourly Labor Rate to move furniture.
- Preparation of subflooring including leveling, patching, and priming as necessary.
- Supply and installation of new flooring materials in accordance with specifications provided.
- Finishing and detailing works including transitions, trim, and baseboards.
- Compliance with all relevant building codes, regulations, and standards.

3. Flooring Materials:

The Carpet tile pattern or equivalent to 979 Reflective Symmetry by Aladdin Commercial.

Commercial Vinyl Plank option to be provided in Taupe, Brown and Grey in quote.

The map provided has the square footage of the Town of Nipawin Civic Office and the color on the map shows what areas will require the requested building materials:

- Area in Brown is Vinyl Plank.
- Area in Green is Carpet Tile.
- The area in Orange is tile that will not be upgraded.
- Area in Blue will not be upgraded.

4. Project Timeline:

- Tender Issuance Date: May 30th, 2024
- Deadline for Submission of Tenders: June 19th, 2024, at 12:00 pm
- Anticipated Commencement Date: June 25th, 2024
- Anticipated Completion Date: September 27th, 2024

5. Submission Requirements:

- Completed tender documents.



- Proof of relevant experience and qualifications.
- Detailed breakdown of costs including labor, materials, and any additional expenses.
- Valid insurance and licensing documentation.
- References from previous clients.

6.Tender Submission:

Tenders must be submitted in sealed envelopes clearly marked "Tender for Flooring Replacement - Town of Nipawin Civic Office" and addressed to:

Jamie Fast

GM of Operations & Engineering Services

Town of Nipawin

(306) 862 9866

Box 2134

Nipawin Sask.

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Gm.operations.engineering@nipawin.com

Tenders must be received no later than 12:00 pm on June 19th, 2024. Late tenders will not be considered.

7.Site Visit:

A site visit can be arranged by appointment. Please contact the General Manager of Operations and Engineering Services at the provided contact information to schedule a visit.

8.Tender Evaluation:

Tenders will be evaluated based on various criteria including cost competitiveness, compliance with specifications, experience, and references.

9.Contract Award:

The Town of Nipawin reserves the right to accept or reject any or all tenders received, in whole or in part, and to waive irregularities or informalities at its discretion. The lowest or any tender will not necessarily be accepted.

10.Inquiries:



For inquiries regarding this tender, please contact Jamie Fast at (306) 862-9866 extension 7366.

11. Additional Information:

- Bidders are responsible for ensuring that their submissions are complete and accurate.

12. Conclusion:

The Town of Nipawin looks forward to receiving competitive bids from qualified contractors for this important project. We appreciate your interest and participation in our procurement process.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Fast", with a long horizontal flourish extending to the right.

Jamie Fast

GM of Operations & Engineering Services

Town of Nipawin