

Wigwamen Non-Profit Residential Corp.
Rural and Native Housing Program

**Call For Tender For Renovations:
Requirements and General Conditions**

**INTERESTED BIDDERS MUST CONTACT WIGWAMEN NON-PROFIT
RESIDENTIAL CORP. TO REQUEST A TENDER INVITATION PACKAGE
FOR EACH RENOVATION CONTRACT.**

For tenders in the Peterborough, Haliburton, Kawartha Lakes and Northumberland regions, tender packages must be received at Wigwamen Non-Profit Residential Corp., 270 George St. North, Peterborough, ON K9J 3H1, as per the date and time specified in the Short Form Contract. Faxed copies are not acceptable. Questions should be directed to: 1-877-803-0222.

For tenders in Bruce County and Grey County, tender packages must be received at Wigwamen Non-Profit Residential Corp., 25 Imperial Street, Suite 310, Toronto, ON M5P 1B9, as per the date and time specified in the Short Form Contract. Faxed copies are not acceptable. Questions should be directed to: 1-888-228-6438.

Tender packages must include the following:

- 1) Two completed copies of the Short Form Contract and General Conditions, dated and signed.
- 2) Two completed copies of the Appendix "A" Specifications, including itemized pricing.
- 3) Completed Appendix "C" Contractor's Qualification Statement. If Appendix "C" has previously been submitted to Wigwamen, a photocopy version of it with an original signature, the current date, and the appropriate contract number are required.
- 4) Completed Appendix "E" Certificate of Trades and Suppliers, dated and signed.
- 5) Evidence of compliance with the requirements of Workplace Safety & Insurance Board (copy of your WSIB Clearance Certificate or the determination letter from WSIB of Independent Operator Status).
- 6) Evidence of minimum \$1,000,000 liability insurance coverage, including the addition to the policy of Wigwamen Non-Profit Residential Corp. as an additional insured.
- 7) Samples, colour selections and other information as requested in the Appendix "A" specifications.
- 8) Other completed documentation as included in the tender invitation.

Incomplete packages and documentation will constitute an incomplete tender package and will result in disqualification.

The lowest or any tender will not necessarily be accepted.

General Conditions:

The parties to this contract covenant and agree as follows:

1. The Contractor will indemnify and save harmless Wigwamen Non-Profit Residential Corp. (hereinafter referred to as the Corporation) from and against all claims, demands, loss, costs, damages, actions, suits or other proceedings by whomsoever made, brought or prosecuted in any manner based upon, occasioned by, or attributable to the activities of the Contractor under this contract.
2. The Contractor will maintain at his expense, insurance to protect the Corporation against all liabilities or damages in respect of injuries to persons (including injuries resulting in death) in the minimum amount shown on the face of this page, and in respect of damage to property in the minimum amount shown on the face of this page, arising out of performance of the work. The Contractor will submit to the Corporation proof that such policies are in force.
3. The Contractor may not assign or sublet this contract or any part thereof without the written consent of the designated Wigwamen Non-Profit Residential Corp. Representative.
4. The work or service performed under this contract shall comply with all municipal by-laws, provincial regulations and the current edition of the Residential Standards. The various works or services are to be carried out and completed to the satisfaction of the designated Wigwamen Non-Profit Residential Corp. Representative and in accordance with plans and specifications.
5. Where the Contractor has failed or delayed in diligently executing the work to the satisfaction of the Corporation, and the Corporation has given written notice thereof to the Contractor and such failure or delay continues for one week after such notice, the Corporation may terminate this contract. In the event of such termination, the Corporation will pay to the Contractor an amount equal to the total contract price less an amount that represents the cost in the sole opinion of the Corporation to complete the work.
6. The Contractor will daily, upon completion of the work, clear and clean the work and its site to the satisfaction of, and in accordance with any directions of the designated Wigwamen Non-Profit Residential Corp. Representative.
7. The Contractor shall comply with all applicable safety regulations throughout the life of the contract, and shall at his own expense do whatever is necessary to ensure that no person, property, right, easement or privilege is impaired, damaged or infringed by reason of the Contractor's activities under this contract.
8. The Contractor shall repair within 72 hours any damage caused by him.

9. Labour conditions attached are included in this contract.
10. It is understood that payment shall be subject to approval by the Corporation. Payment shall be subject to a holdback as required by the Construction Lien Act of Ontario if required by the Corporation. The Contractor, on completion of the contract and approval by the designated Wigwamen Non-Profit Residential Corp. Representative, will issue a Statutory Declaration for the release of any holdback in compliance with the Construction Lien Act.
11. The Contractor will rectify at this own expense any defect in material or workmanship which appears in the work within twelve (12) months of the date of final acceptance of the work by the Corporation.