

TBCHA
Terence Bay Community Hall Association
80 Sandy Cove Road
Terence Bay, NS
B3T 1Y2

Description of Work – REFERENCE TO RFP #010 – Kitchen and Bar Renovations

Background:

The Terence Bay Community Hall is owned and operated by the Terence Bay Community Hall Association (TBCHA) serves as an accessible community space aimed to meet the needs and interest of the Terence Bay And Lower Prospect and neighbouring communities. Our governance and activities are entirely 100% Volunteer based, collaborative and community driven, and we value a collaborative, community focused approach to our work with stakeholders.

The Association requires the renovation of the kitchen and bar area:

- **To supply labour and materials**
- **Complete all demo to existing kitchen and bar area**
- **Remove all existing switches, lights as required**
- **Remove existing sink and plumbing**
- **Remove existing floor tiles**
- **Construct new walls and doors**
- **Rewire for new equipment and lighting**
Remove 100 amp panel and install new 200 amp panel in electrical room
Install new LED lighting in kitchen area a pot lights in bar area
Relocate sound equipment
- **Plumbing – Supply and install new 60 gallon hot water heater**
New plumbing for kitchen equipment and sinks as required
- **Supply and install new roll up door for bar services window**
- **Drywall and repair damaged areas**
- **Paint all walls, floors and frames as required**
- **Supply and install new vinyl floor tiles sealed and waxed**
- **Build and install new lower and upper cabinets for kitchen and bar**
- **Install supplied equipment and sinks**
- **Ventilation – install new range hood with fire suppression system**
- **New return make up air supply with heater recovery system**
- **Must supply Building Permits**
- **Must have current Workers Comp**

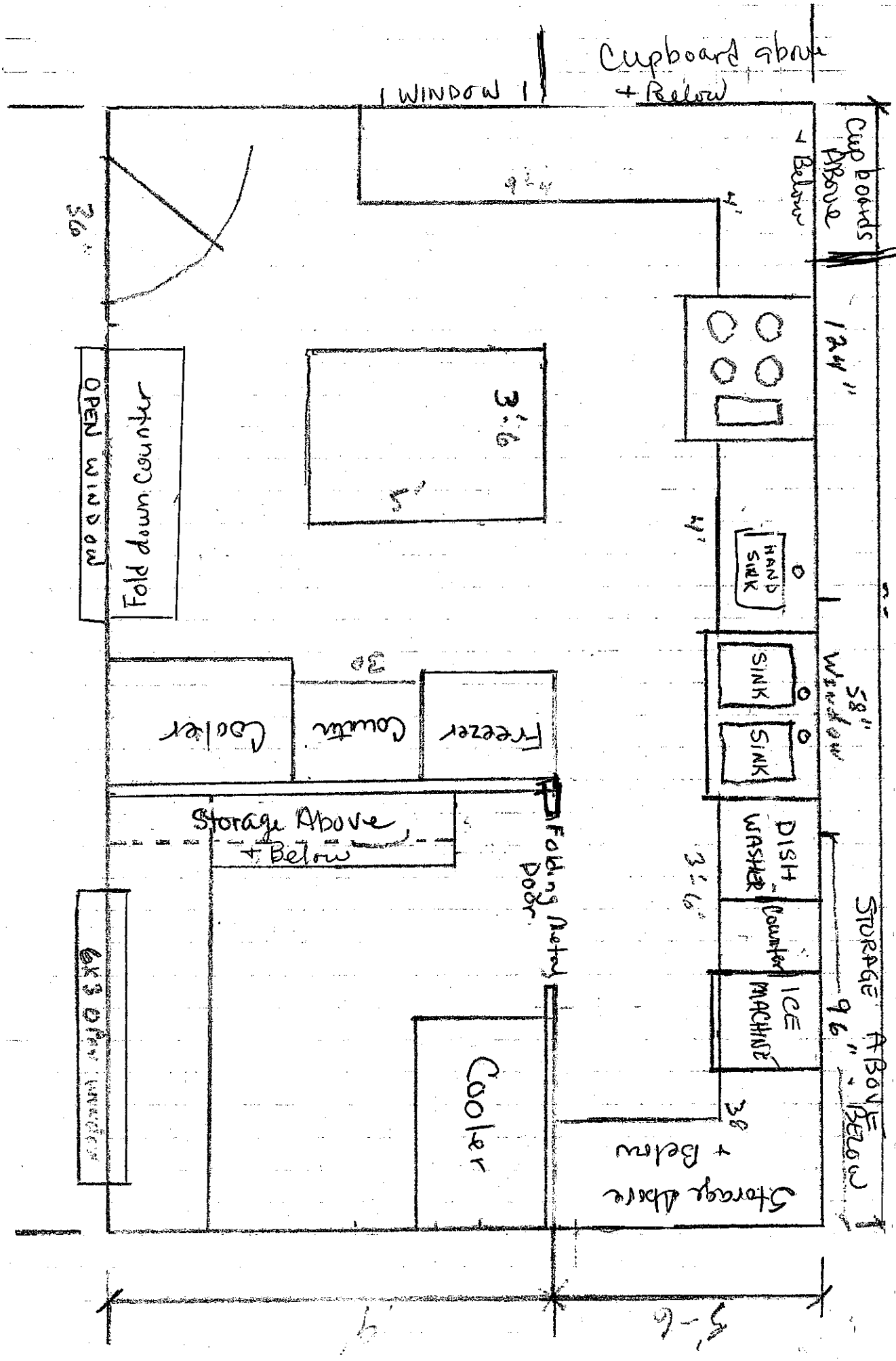
Requirements:

The Supplier must complete the attached Request for Proposals (RFP) and return by the date specified On the RFP document. Please note and charitable consideration of time or discounted service provided to date in regard to this project, or any future considerations. Supplier must meet terms and conditions as outlined in the RFP document to be eligible for consideration.

Viewing:

To view the property and conduct official measurements for quotations please contact Bruce Holland at 902-452-7472. The Terence Bay Community Hall is located at 80 Sandy Cove Road, Terence Bay, Nova Scotia. Only those suppliers who contact and arrange for a viewing of the property for quotation will be considered.

Please submit any ideas that may improve functionality or lower the cost of the project.





REQUEST FOR QUOTATION (RFQ)

REQUESTER INFORMATION		Date of the RFQ	RFQ Closing Date
Department:	Building OPS	21-Oct-22	2022-11-04
Contact Name:	Bruce Holland		
Telephone #:	902-452-7472		
Fax #:			RFQ NO.
e-mail:	bruce@discoverspryfield.ca		4

Delivery Address
80 Sandy Cove Road, Terence Bay, Nova Scotia

Item No.	Quantity	Approx Unit of Measurement	Goods & Services Catalogue # and Description	Unit Price CDN \$	Total Price CDN \$

If additional lines are needed to outline work, please attach a detailed quote.

Charitable Considerations?	Subtotal before taxes.
	Nova Scotia Sales Tax
	Grand Total including taxes.

Supplier Information:	The following Section must be completed by the Supplier and included in the Supplier's proposal in response to this RFQ.		
Supplier Name	Supplier Address & E-mail	Expected Delivery Time	Supplier's Quotation #
			Quotation Date

As per Terence Bay Community Hall Association standards, Suppliers must meet the below information in order to be considered for the project:

- Suppliers must be registered with the Nova Scotia Registry of Joint Stocks and or have permanent, legal Canadian operations.**
- Suppliers must carry appropriate certifications, insurances and coverages required to carry out their duties of the requested good or service.**
- Suppliers must provide proof of appropriate safety documentation and use of required safety equipment while on TBCHA property while carrying out duties.**
- All Suppliers responding to this RFQ must complete the entire document fully.**

Further documentation attached (check box if yes) <input type="checkbox"/>	Suppliers Letter of Good Standing (WCB) Check the box if Letter is attached. <input type="checkbox"/>	Supplier Contact Name
Document Title:		Signature

RFQ Terms and Conditions

- 1 Supplier's response to this RFQ must be sent to Terence Bay Community Hall via E-mail to the attention of the Requester, as specified above. Supplier may attach a quotation to this form or may enter prices directly on this form.
- 2 The quantity specified above is provided as a best estimate only. The Association reserves the right to order the quantity that it requires.
- 3 Prices are in Canadian dollars.
- 4 Terms of payment shall be Net 30 days from the receipt of Supplier's invoice by Terence Bay Community Hall Association Accounts Payable.
- 5 Supplier's proposal shall be valid for sixty (60) days from the date of Supplier's submission.
- 6 Price may or may not be the determining factor in Supplier selection process.
- 7 The award may be made to the Supplier(s) whose proposal(s) is (are) determined to be of highest value in terms of quality and price.
- 8 The Association reserves the right to request the Supplier(s) to demonstrate that adequate skills, equipment and resources are available for performance of the services.
- 9 The Association reserves the right to request any additional information that it deems necessary in order to make a decision on any proposal.
- 10 The Association reserves the right to reject any or all proposals after evaluation.
- 11 Rejection of all proposals will mean that the Association, in its own best interest at this time, has determined not to pursue the acquisition.
- 12 Supplier who submits a proposal to the Association in response to this RFQ must be licensed and certified as required by the laws of Nova Scotia.
- 13 Any proposal not supported by the information requested in the RFQ, or not complying with the RFQ requirements, may not be considered.

14 The Supplier may contact the Association to carry out required review, in person of the site (80 Sandy Cove Road) where the service or good will be carried out.