



**CORPORATION OF THE
TOWNSHIP OF CHAMPLAIN**

NOTICE OF INTENDED PROCUREMENT

REQUEST FOR PROPOSAL

RFP No. REC2021-01 – Supply and Installation of Playground Equipment

Issue Date: April 13th, 2021

Closing Date and Time: Thursday, April 29th, 2021 at 3:00 p.m.

Notice of Intended Procurement

This Notice of Intended Procurement (NIP) is to advise qualified contractors that the Township of Champlain is requesting bids for the **Supply and Installation of Playground Equipment**.

Bid submissions shall be in a sealed envelope and clearly marked as indicated in the Request for Proposal to the attention of Lisa Burroughs, Director of Parks and Recreation, will be received and log stamped by the **Corporation of the Township of Champlain at the Municipal Administration Office, 948 Pleasant Corner Road East, Vankleek Hill, Ontario K0B 1R0** prior to the above referenced closing date and time.

Distribution of the Tender Documents

Complete bid submissions will be available by submitting the "Request for Bid Form" by email to lisa.burroughs@champlain.ca

'Preview of Request for Proposal' and the 'Request for Bid Form' can be found on the Township Website:

https://www.champlain.ca/en/doing-business/bids-and-tenders.aspx?_mid_=5856

Project Overview

The following is a general but not necessarily complete description of the works to be completed under this contract:

The Township's Parc Miner Park is located at 410 Front Road in West Hawkesbury, Ontario. The purpose of this RFP is to select a fully accessible playground unit for the park. The installation of the playground unit is also part of this RFP. The area to locate the unit or units, features four (4) hydro poles for a no boards outdoor skating rink operated during the winter, one (1) shed for water well pump, trees, and flat grassed land. The area is a "Blank Canvas". The unit or units and associated activities shall cover the needs of all children regardless of abilities.

Tentative Schedule

Notice of Intended Procurement Issuance	April 13 th , 2021
Closing Date	April 29 th , 2021
Commence Work Order	May 2021
Contract Start Date	June 2021
Substantial Completion Date	August 31, 2021

Procurement and Contractual Information

Method	Sealed Quotation
Negotiation	N/A
Electronic Auction	N/A
Bid Submission Type	Physical Bid
Bid Bond/Certified Cheque Bid Deposit	N/A
Performance Bond	N/A
Labour, Equipment and Material Bond	N/A
Applicable Trade Agreement	N/A
Language Permitted for Response by Supplier	English or French

Contracting Authority

Should you have any questions regarding the NIP or Request for Proposal, please contact the Contracting Authority:

Lisa Burroughs
Director of Parks and Recreation
Email: lisa.burroughs@champlain.ca