



Geneviève Sharkey, Chief Procurement Officer

Purchasing and Materials Management Division City Hall, 18th Floor, West Tower

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## **NOTICE OF INTENDED PROCUREMENT**

**RFQ No.: Doc5732578927**

**For: the non-exclusive supply and delivery of all labour, materials, installation, equipment, supervision and warranty for Cleaning of Heating, Ventilation and Air Conditioning System Ducts at various locations throughout the City of Toronto.**

### **Important Notice from the City of Toronto:**

All Suppliers must be registered with the City to access solicitations on SAP Ariba.

Please visit the City's Searching & Bidding on City Contracts for more information on registering or updating your Supplier profile information.

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| <b>Client Division Contact for More Information:</b>                 | Name, Title<br>Purchasing and Materials Management Division<br>(t) 416-338-3107<br>(e) <a href="mailto:Sahil.Chishti@toronto.ca">Sahil.Chishti@toronto.ca</a>                                                                                                                                                                                                                                                                                                   |
| <b>Description of Procurement:</b>                                   | The Works includes but is not limited to the following: The scope of this RFQ includes the non-exclusive supply and delivery of all labour, materials, installation, equipment, supervision and warranty for Cleaning of Heating, Ventilation and Air Conditioning System Ducts at various locations throughout the City of Toronto. As further described in Part 3 (Specifications and Requirements for Deliverables) and Part 2 the Contract (the "Project"). |
| <b>Recurrent Contract?</b>                                           | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Delivery Schedule for Goods or Services OR Contract Duration:</b> | The term of the Contract is to be for a period of two (2) years, with an option in favour of the City to extend the agreement on the same terms and conditions for an additional term of up to three (3) additional separate periods of up to one (1) year.                                                                                                                                                                                                     |
| <b>Procurement Method:</b>                                           | Request for Quotations                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Language(s) Permitted for Response by Supplier:</b>               | English                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Specific Conditions for Procurement:</b>                          | <ul style="list-style-type: none"><li>The Supplier must have satisfactorily completed at least two (2) projects with a contract value greater than two</li></ul>                                                                                                                                                                                                                                                                                                |

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|                                                                         | <p>hundred thousand Canadian Dollars \$200,000.00 (excluding taxes) within the past five (5) years, involving Cleaning of Heating, Ventilation and Air Conditioning System Ducts.</p> <ul style="list-style-type: none"> <li>Suppliers must be current certified members of the National Air Duct Cleaners Association and provide a valid certificate of membership to participate in this procurement. Failure to provide verifiable valid certificate of membership may result in the bid being declared non-compliant.</li> </ul> |
| <b>Limited # of Suppliers?</b>                                          | Not Applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Name of Trade Agreement(s) that is Applicable to the procurement</b> | Chapter 5 of Canada Free Trade Agreement (CFTA); and Chapter 9 of Trade and Cooperation Agreement between Ontario and Quebec (OQTCA) and/or other trade agreements.                                                                                                                                                                                                                                                                                                                                                                   |
| <b>ESTIMATED DEADLINE FOR SUBMITTING TO SOLICITATION:</b>               | <b>As displayed in the City Online Procurement System countdown clock</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>ELECTRONIC SUBMISSIONS TO BE RECIEVED:</b>                           | Via SAP Ariba                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>SAP ARIBA LINK TO THE SOLICITATION:</b>                              | <a href="https://portal.us.bn.cloud.ariba.com/dashboard/public/appext/omsapsbncdiscoveryui#/RfxEvent/preview/1110017742?anId=ANONYMOUS">https://portal.us.bn.cloud.ariba.com/dashboard/public/appext/omsapsbncdiscoveryui#/RfxEvent/preview/1110017742?anId=ANONYMOUS</a>                                                                                                                                                                                                                                                             |

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