



TOWN OF FORT SMITH
REQUEST FOR TENDERS

TOFS 2026-008

Return To: Town of Fort Smith P.O. Box 147 FORT SMITH, NT, X0E 0P0	Replies must be received prior to	Local Time: 15:00hrs	Date August 25, 2026
	Contact: Lauren Howes		
	Phone: (867)-872-8228		

DESCRIPTION OF TENDER REQUIRED

General Title of Contract: Daycare Kitchen Renovation	Term of Contract: Delivery Term
Scope of work as per Appendix "A" attached hereto. Bidder Instructions Appendix "B" attached hereto. Provide Delivery Terms and Schedule	

BIDDER – OFFER

Name of Firm		Address
Contact		
Phone	Fax	Email
The Bidder hereby covenants and agrees to execute and complete, in a workmanlike manner, in accordance with the terms and conditions in all attached appendices and or other attachments, the work described above, upon delivery total bid price (GST excluded) of _____/100 Dollars \$ _____		

_____	_____	
Authorized Signature	Title	Date

OWNER ACCEPTANCE – When signed, this document becomes a Contract.

_____	_____	
Authorized Signature	Title	Date

APPENDIX “A”

DAYCARE RENOVATION # 2026-008

KITCHEN RENOVATION

EARLY CHILDHOOD LEARNING AND CHILD CARE FACILITY

It is the purpose and intent of these specifications to describe the requirements for the renovation of the existing kitchen at the Early Childhood Learning and Child Care Facility. The renovation is required to address critical health, safety, sanitation, and infrastructure deficiencies that are impacting the functionality of the kitchen and its ability to maintain applicable licensing standards.

The successful proponent shall provide all labour, materials, equipment, permits, supervision, disposal, and incidentals necessary to complete the renovation in accordance with all applicable building codes, territorial regulations, public health requirements, and industry standards.

SCOPE OF WORK

The contractor shall provide a complete turnkey kitchen renovation, including, but not limited to, the following:

Plumbing

- Remove and replace the existing island sink and associated plumbing.
- Correct existing drainage deficiencies to ensure proper drainage without recurring maintenance.

- Remove and replace the existing three-compartment sink with a new commercial-grade stainless steel sink meeting current public health and food preparation standards.
- Supply and install all required plumbing fixtures, valves, drains, traps, and associated piping.
- Complete all plumbing work in accordance with the Northwest Territories Plumbing Code.
- Installation of a dishwasher

Cabinetry

- Remove and dispose of all existing water-damaged cabinetry.
- Supply and install new commercial-grade, moisture-resistant cabinetry suitable for a licensed childcare kitchen.
- Cabinet materials shall be durable, washable, and resistant to moisture and daily commercial use.
- All countertops and finishes shall be non-porous and easily sanitized.

Finishes

- Repair any wall, flooring, or ceiling surfaces disturbed during construction.
- Install all required trim, sealants, and finish materials to provide a complete, professional installation.
- Seal all joints and penetrations to maintain a sanitary environment.

General Requirements

- Protect adjacent finishes and occupied areas during construction.
- Remove all demolition materials and construction debris from the site.
- Coordinate work to minimize disruption to daycare operations where possible.
- Verify all site measurements and existing conditions prior to ordering materials.
- Any deficiencies discovered during construction shall be reported to the Town prior to proceeding.

MINIMUM ACCEPTABLE REQUIREMENTS

Bidders may propose products or systems from any manufacturer that meet or exceed the following minimum requirements. References to specific products or materials are intended to establish the required performance standard only and shall not restrict competition.

- Commercial-grade stainless steel three-compartment sink.
- Commercial-grade stainless steel island sink.
- Water-resistant commercial cabinetry.
- Moisture-resistant countertop surfaces suitable for food preparation.
- Commercial-grade plumbing fixtures and fittings.
- Materials that comply with applicable health and sanitation regulations.

- All materials shall be new unless otherwise approved by the Town.

BID SUBMISSION REQUIREMENTS

Bidders shall provide, at a minimum:

- A detailed description of the proposed scope of work.
- Product specifications for sinks, cabinetry, countertops, and plumbing fixtures.
- Proposed construction schedule.
- Estimated project completion date.
- Warranty information for workmanship and supplied materials.
- Confirmation that all work complies with applicable building, plumbing, and public health requirements.
- Total tender price excluding GST.
- Identification of any proposed alternatives or deviations from these specifications.

CONTRACTOR RESPONSIBILITIES

The successful contractor shall:

- Verify all site dimensions before commencing work.
- Obtain all necessary permits, inspections, and approvals.
- Supply all labour, supervision, equipment, and materials required to complete the project.
- Maintain a clean and safe work site throughout construction.
- Repair any damage caused during construction at no additional cost to the Town.
- Remove all waste materials upon completion.
- Provide a minimum one-year warranty on workmanship.

COMPLETION

The project shall be completed in accordance with the schedule established by the Town of Fort Smith.

The contractor shall notify the Town when the project is substantially complete so that a final inspection can be conducted prior to acceptance.

TOTAL COST*	\$
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***Prices exclusive of GST**



TOWN OF FORT SMITH

REQUEST FOR TENDERS

APPENDIX "B"

DAYCARE RENOVATION # 2026-008

KITCHEN RENOVATION

EARLY CHILDHOOD LEARNING AND CHILD CARE FACILITY

INSTRUCTIONS TO BIDDER

All prices submitted shall include all labour, materials, equipment, permits, freight, disposal, supervision, mobilization, overhead, and all other costs necessary to complete the project as specified.

Bidders must provide details regarding warranties for both workmanship and supplied materials, including the process for addressing warranty claims.

If a bidder is unable to comply with any of the requirements outlined in these specifications and wishes to propose an alternate product, material, or method of construction, the bidder must obtain written confirmation from the Town prior to the tender closing. A detailed explanation of the proposed alternate shall be submitted to the Director of Community Services at **communityservices@fortsmith.ca**. Acceptance of any alternate proposal shall be at the sole discretion of the Town of Fort Smith and shall be final and binding.

Where specified products or materials are unavailable, bidders may propose equivalent alternatives that meet or exceed the required performance, durability, and public health standards. Any proposed alternatives must be clearly identified within the tender submission.

The successful contractor shall verify all site dimensions and existing conditions prior to ordering materials or commencing construction. Any discrepancies shall be reported to the Town before work proceeds.

The contractor shall obtain all required permits, inspections, and approvals necessary to complete the work in accordance with applicable building codes, plumbing codes, public health regulations, and all other governing legislation.

The contractor shall provide all labour, supervision, equipment, materials, tools, and incidentals necessary to complete the project. The work site shall be maintained in a clean and safe condition throughout construction, and all demolition materials and construction debris shall be removed from the site upon completion.

The contractor shall repair any damage caused during construction at no additional cost to the Town of Fort Smith.

The completed project shall be subject to inspection by the Town of Fort Smith prior to final acceptance.

Award of the contract will be made on the basis of the best overall value to the Town. In evaluating submissions, the Town may consider price, compliance with the specifications, proposed construction schedule, warranty, contractor experience, quality of proposed materials, and the bidder's demonstrated ability to successfully complete the project. The Town of Fort Smith reserves the right to reject any or all tenders, waive irregularities, and accept any tender, in whole or in part, that is considered to be in the best interest of the Town.

Time is of the essence. The successful contractor shall complete the project in accordance with the schedule established by the Town of Fort Smith.

The contractor shall notify the Town when the project has reached substantial completion so that a final inspection may be conducted prior to acceptance.

All tender submissions must include, at a minimum:

- A detailed description of the proposed scope of work.
- Product specifications for sinks, cabinetry, countertops, plumbing fixtures, and other major materials.
- A proposed construction schedule and estimated completion date.
- Warranty information for workmanship and supplied materials.
- Confirmation that all work will comply with applicable building, plumbing, and public health requirements.
- A total tender price excluding GST.
- Identification of any proposed alternatives or deviations from these specifications.

All tenders must be received by the closing date and time identified in the Request for Tender. Email submissions will be accepted provided they are received before the closing time at **executive.secretary@fortsmith.ca**. Fax submissions will not be accepted.

The Town of Fort Smith expects delivery as soon as possible. Time is of essence.

All bids must be received by 3:00 PM, at the Town Office at Box 147 Fort Smith, NT. XOE OPO. All bids must be on these original forms complete with original signature(s). Email bids will be acceptable subject to the same closing time as above. All Email bids must be sent to the following address: executive.secretary@fortsmith.ca Fax bids will not be accepted.

STATE

Dealer's Name: _____

Dealer's Address: _____

Telephone Number: _____

E-Mail Address _____

Attention: _____

Initials



DAYCARE RENOVATION # 2026-008

The Town of Fort Smith is seeking bids from qualified contractors for the renovation of the kitchen at the Early Childhood Learning and Child Care Facility. The project includes the replacement of plumbing fixtures, cabinetry, countertops, and associated components to address health, safety, and infrastructure deficiencies. Tender documents may be obtained from the Town Office at 174 McDougal Road, Fort Smith, NT, or by emailing executive.secretary@fortsmith.ca.

Properly labeled, sealed Tenders must be received no later than 3:00 pm Fort Smith local time on, at:

Town of Fort Smith
Box 147
174 McDougal Road
Fort Smith, NT X0E 0P0

Please direct all other inquiries to: Lauren Howes
Director of Community Service
Town of Fort Smith
Phone: (867) 872-8228
Email: communityservices@fortsmith.ca