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Request for Proposals

**Proposal for HVAC upgrades at Masumeen Islamic Centre,
7580 Kennedy Rd., Brampton, Ontario.**

A. Introduction and instruction for submission of proposal.

The Islamic Shia Ithna-Asheri Jamaat of Toronto (ISIJ) is requesting quotations from contractors to provide proposals for HVAC upgrades at the Masumeen Islamic Centre, located at 7580 Kennedy Road South, Brampton.

HVAC upgrades are planned for MIC in the two congregational prayer halls to support increased loads during summer months.

A. Special consideration

MIC is an active functional facility and all work will be performed and scheduled in close coordination with MIC's Operations lead to minimize impact to daily activities. Some after hours and weekend work may be required.

All proposals must be submitted no later than **12:00pm on Friday May 10th, 2024** via email to secretariat@jaffari.org. For any queries or to arrange for a site visit please write to facilities@masumeen.org.

1. The selection of the successful contractor will be based upon responses received to the information and criteria included in the request for proposal and the proposed cost of services.
2. The ISIJ reserves the right to accept or reject any and all proposals and to waive any technicalities.
3. All contractors submitting proposals should have a strong background in the requested service.
4. ISIJ is a charitable, not-for-profit corporation. We would greatly appreciate any leads to government rebates or grants.

B. Scope of Work

1. Perform site walk before commencement of work to completely familiarize with site conditions.
2. Provide submittals for proposed AC units highlighting details of unit performance, capacity, and warranty and service requirements.
3. Layout sketch/drawings of mechanical and electrical services for approval of MIC Operations lead.
4. Supply and install two Cassette type split AC unit 4 tons each, one in each of the two congregational prayer halls. Scope will include but not be limited to:
 - a) Install condensing units on the roof at a suitable location complete with roof curbs interconnecting refrigerant piping and insulation as necessary
 - b) Electrical supply from the nearest available panel with available capacity.
 - c) Provide standalone controls for the units complete with BAS interface to be capable of integrating into main Building automation system. (Integration to be performed in future. BAS interface to match MIC BAS protocols)

- d) Provide condensate drain piping and sump pump as necessary upto the nearest drain point.
- e) Provide all hoisting, rigging equipment for installation.
- f) Complete start-up and commissioning of the units.
- g) Submit start-up, testing reports, O&M manual and warranty certificates

Following Documents shall be provided prior to signing of the Contract:

1. Three references required
2. Timeline subject to management approval
3. Final amount shall be based on actual area of works completed
4. Warranty letter: draft copy to be issued for acceptance

C. Conditions of Contract

- The Contractor shall indemnify and hold harmless ISIJ, its agents, members and employees from and against any claim for damages arising from an occurrence of bodily injury or the destruction of tangible personal property provided that the damages are caused by the negligence or breach of this agreement of the Contractor or anyone for whom the Contractor is responsible in law and provided that the Contractor is given notice of the claim by the owner/management within a reasonable time following the occurrence but in any event within 48 hours of the owner/management first acquiring knowledge of the circumstances of the claim.
- It is understood and agreed that all damages to building structures by the contractor or its employees are to be restored to the original conditions at the expense of contractor.
- The contract may be canceled upon thirty (30) calendar days in written notice by ISIJ for non-performance of any of the specifications.
- The Contractor must carry a \$2,000,000 bodily injury insurance as well as \$2,000,000 property damage and \$2,000,000 comprehensive general liability. A copy of the insurance certificate as well as WSIB needs (coverage for all employees) to be provided to ISIJ upon signing of the contract.
- It is understood and agreed that the contractor and all of its employees will be equipped with all the safety equipment that is required by the Ontario Occupational Health and Safety Act.
- The cost of any equipment used for cleaning must be included as part of the contract fee.

Issue date: May 1st, 2024
Secretariat, ISIJ of Toronto.

OUR CENTRES

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