

DIVISION 00 PROCUREMENT AND CONTRACTING REQUIREMENTS

1. Information relates to DTIR requirements for Bidding and Contracting including bid solicitation, instructions to bidders, bid forms and supplements, bidding addenda, agreements, bonding and certificates, general conditions of contract, supplementary conditions, and contract modifications.
2. The bid and contract administration process is detailed in the Departments master document entitled, “Nova Scotia Public Sector Construction Contract Guidelines”.
3. A copy of the latest edition of the Nova Scotia Public Sector Construction Contract Guidelines is available to Consultants through the Province’s website at https://procurement.novascotia.ca/media/54534/guide_construction%20contract%20guidelines%2017-06-15.pdf
4. Refer to the Contract Agreement for description of responsibilities, unless specified otherwise.
5. The Government of Nova Scotia is committed to fostering economic development by giving every capable Nova Scotia supplier the opportunity to do business with the government and encouraging Nova Scotia businesses to be competitive and sustain quality product development. When alternative products, which are manufactured in Nova Scotia, are available, Consultants are asked to consider the quality and value of these products for possible inclusion of these products in the specifications as the Standard of Acceptance or Acceptable Alternative.
 - 5.1. Consultants are required to prepare and submit to the DTIR Representative, as part of the Design Development package, a Supplier Development list of the Nova Scotia suppliers and manufacturers that will be specified in the final documents. The consultant will submit an updated list with every submission. See the Province of Nova Scotia Sustainable Procurement Policy, latest edition, which is also available on the Province’s website at <https://www.novascotia.ca/treasuryboard/manuals/PDF/300/30301-02.pdf>

Section 00 20 00 Instructions to Bidders

1. General
 - 1.1. The Instruction to Bidders Section is developed and reviewed by DTIR staff. A copy of the Instruction to Bidders Section is available to Consultants through the DTIR Design Team Leader or Project Manager for inclusion in the Contract Documents set.

Section 00 31 24 Environmental Assessment Information

1. General

- 1.1. The Environmental Investigation Report shall be carried out and distributed by DTIR as outlined in the Contract Agreement or as directed by DTIR staff.
- 1.2. If hazardous materials or conditions are known to exist, appropriate tests shall be identified and carried out as per the Contract Agreement.

Section 00 31 32 Geotechnical Data

1. General

- 1.1. The Geotechnical studies shall be carried out and distributed as outlined in the Contract Agreement.
- 1.2. If hazardous materials or conditions are known to exist, appropriate tests shall be identified and carried out as per the Contract Agreement.

Section 00 40 00 Procurement Forms and Appendices

1. General

- 1.1. When project documents are being prepared for public tender the Consultant shall obtain a copy of the latest edition of the Department's Master Front End Document Bid Forms and Appendices.

Section 00 52 00 Agreement Forms

1. General

- 1.1. The Consultant shall obtain a copy of the latest edition of the Department's Master Front End Document including the agreement between the Minister and the Contractor.

Section 00 60 00 Project Forms

1. General

- 1.1. Refer to Nova Scotia Construction Contract Guidelines for requirements regarding Bid Security, Performance Assurance and Maintenance Bonds, as represented in the DTIR Master Front End documents.
- 1.2. Certificates of Compliance: Use DTIR standard forms for Contract Administration.

Section 00 72 00 General Conditions

1. General

- 1.1. For Design-Bid-Build projects the Consultant shall obtain a copy of the latest edition of the Department's Master Document General Conditions.

Section 00 73 00 Supplementary Conditions

1. General

- 1.1. The Department has developed a master document providing examples of ways the "General Conditions of Contract" might be modified. DTIR will provide guidance on Supplementary Conditions that are appropriate for the project.

Section 00 90 00 Revisions, Clarifications and Modifications

1. General

- 1.1. The preparation and coordination of Bidding Addenda shall be carried out and distributed as outlined in the Contract Agreement.

Section 00 94 00 Record Modifications

1. General

- 1.2. The preparation and coordination of Contract Modifications, including Consultant Change Orders, Contractor Change Orders, Change Orders and Change Directives, shall be carried out as outlined in the Contract Agreement.

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