

# **Request for Quote: Relocation of IRC's Generator**

Issued by:

Inuvialuit Regional Corporation (IRC)

107 Mackenzie Road

Inuvik, NWT X0E 0T0

**Deadline for Submissions: June 9, 2025**

## Introduction

Inuvialuit Regional Corporation is inviting qualified contractors to submit quotations for the relocation and reconnection of IRC's generator, as described below. The contractor will be responsible for making sure the work meets high standards and is finished on time.

## Background

Inuvialuit Regional Corporation (IRC) was established in 1984 to manage the settlement outlined in the Inuvialuit Final Agreement (IFA) and to represent the collective interests of the Inuvialuit. IRC's mandate is to continually improve the economic, social and cultural wellbeing of the Inuvialuit through the implementation of the IFA and by all other available means. Today, IRC is made up of 53 organizations with 375 employees.

## Project Overview

IRC is seeking quotations from qualified contractors to relocate its generator from the west side to the east side of the IRC Corporate Office located at 107 Mackenzie Road, Inuvik, NT.

The generator is currently located in the parking lot and will be moved near the utilidor, where the Northern Images building currently stands. IRC will complete all earthworks at the new location.

## Scope of Work

### 1. Trenching and cable installation

- Install new underground cabling from the current generator location to the new site.

### 2. Removal of existing protective guards

- Carefully remove the protective guards surrounding the generator.

### 3. Relocation of the generator

- Safely transport the generator to the new location.

#### 4. Reconnection of the generator

- Reconnect the generator to ensure it works properly at the new location.

#### 5. Installation of new protective guards

- Install protective guards around the generator at the new site.

### Coordination Requirements

- Contractors must work closely with IRC to minimize generator downtime.
- The acceptable timeframe for the generator to be offline will be provided by IRC and will be dependent on the move of the Northern Images building.
- The contractor must coordinate closely with IRC to manage staff parking constraints during the work.

### Site Conditions

- The new generator location is at the back of the property, near the utilidor.
- IRC will complete site preparation and earthworks before the move.

### Project Milestones and Timeline

The project is expected to be completed within the following timeline:

- **RFQ Issued:** May 27, 2025
- **Clarifying Questions Due:** May 29, 2025
- **Proposal Submission Deadline:** June 9, 2025
- **Contract Awarded:** June 11, 2025
- **Completion Date:** June 25 (pending earthworks completion by June 22)

### Submission Requirements

Safety documentation in line with the Northwest Territories Safety Act and OHS Regulations, including:

- Proof of registration and good standing with the Workers' Safety and Compensation Commission or ability to register with the Commission.

- If any major components are manufactured elsewhere, proof of registration and compliance with local health and safety regulations must be included.
- Proof of valid commercial liability insurance, including coverage limits and policy dates, is required to cover potential damage or injury during contract performance.
- A detailed cost breakdown for the entire scope of work, including individual costs for each deliverable.
- References from previous clients.

IRC may request additional safety documentation at any time.

## Evaluation Criteria

Proposals will be evaluated based on:

- **Inuvialuit Business List (IBL) Member:** Preference given to active members of the IBL.
- **Experience and Qualifications:** Relevant past work and team credentials.
- **Sustainability:** Commitment to sustainable building practices and materials.
- **Cost:** Fairness and transparency of the proposed budget.

## Confidentiality

All information provided in this RFQ, and any subsequent communications must be treated as confidential and proprietary to IRC. Proponents must not disclose any information related to this RFQ without prior written consent.

## Contact information

**For inquiries and submissions, please contact:** [procurement@inuvialuit.com](mailto:procurement@inuvialuit.com)

**Subject Line:** Relocation of IRC Generator

During the bidding period and through to when the contract is awarded, the organization/individual shall not contact any employee of IRC, or any of its affiliates, for additional information, except in writing with copy to [procurement@inuvialuit.com](mailto:procurement@inuvialuit.com).

## NOTE

*This RFQ is not a call for tenders or a request for binding offers and no contractual or other legal obligations shall arise between IRC and any proponent as a result of the issuance of this RFQ or the submission of any proposal in response to this RFQ, until and unless IRC and a proponent enter into a contract for the work sought by IRC under this RFQ. For clarity and without limiting the foregoing, this RFQ does not commit IRC in any way to treat proponents in any particular manner, to select a proponent, to proceed to negotiations with any proponent or to enter into any contract and IRC may reject any or all proposals, re-issue a new RFQ or end this RFQ process at any time, at its sole discretion.*