



9 April 2018

**Kitchener Housing Inc.** would like to invite you to submit your quotation for front doors, backdoors and main floor windows replacement at 31 Oprington Drive Kitchener ON

The enclosed documents outline the scope of work, general conditions, specifications, and the tender submission form. If your company would be interested in submitting a bid, we ask that you complete the tender submission form and **return (courier, mail, personal) it to Kitchener Housing Inc., 11 Weber Street West Kitchener, Ontario N2H 3Y9 on a sealed envelope.**

**All the quotations must be received at the above address no later than 12:00 noon on Friday, April 27, 2018.** Sites can be visited at any time with an appointment. Questions will be answered by phone, email, etc.; however verbal communication will not alter the specifications. In the event further clarification is deemed necessary, KHI will issue an addendum.

A copy of current Liability Insurance and Work Place Safety Insurance Board Forms must accompany the bid, along with a brief resume of your company. This resume shall include years in business, size of the workforce, etc.

Please include graphic and specification of what doors and windows you are proposing together with the return form.

The lowest or any tender will not necessarily be accepted.

Yours truly,

Julian Anghel  
Manager of Facilities  
[julian.anghel@kitchener.ca](mailto:julian.anghel@kitchener.ca)



**Site specification:**

The property is located at 31 Oprington Drive, Kitchener and is known as Oprington Woods. The property consists of 15 multi-unit blocks with a total of 117 units. The site was constructed in 1991 and is 27 years.

**The scope of work:** Remove, dispose, and replace the existing main door, back door, main floor windows, and frames. All the new doors must be steel insulated doors with half operable window (double pane and screen for the opening of the windows), PVC door frame with an aluminum threshold, doorbell installed, drip caps, casing, and caulking. All the new window must be Energy Star rated, double pane, sliding operable window, low-emissivity coating, vinyl frame. All work must be done in accordance with Ontario Building Code and Provincial /Federal Safety Rules and Regulations. The contractor is to provide all new materials, remove the old and clean the site.

**Specifications:**

**Entrance door:**

- French swing door and frame
- Steel reinforcement insulated
- Aluminum threshold
- Dual function half door window inserted into the door sash ( tilt or slide with outside screen)
- Laminated glass for window
- Door lever, and deadbolt satin chrome finish. Each door comes with 3 keys on KHI pin system.
- Doorbell
- Drip caps, casing, and caulking.
- All interiors must be trimmed, painted and finished.
- Door color to be determined

**Backdoor to the backyard:**

- French swing door and frame
- Steel reinforcement insulated
- Aluminum threshold
- Door lever with lock satin chrome finish
- Drip caps, casing, and caulking.
- All interiors must be trimmed, painted and finished.
- Door color to be determined



**Windows for the main floor (kitchen and Livingroom):**

- Energy star rated sliding windows ( match existing)
- Low- e double pane
- Screen for the openings
- Vinyl frame
- Aluminum casing and drip caps if required
- Painted seals and trims inside the unit
- All the vinyl frames and windows to be white

For site visit please contact our office in order to arrange the access to one or more units if you require. Please contact Michelle at 519-744-6655 extension 202 to book your site visit.

The RFQ will be sent to our traditional vendors and will be posted on Kitchener Housing website [www.kitchenerhousinginc.ca](http://www.kitchenerhousinginc.ca) for anybody to apply.



**Request for Quotation Vendor return form:**

Based on the presented specifications our prices are:

No.	Item	Quantity	Cost/item	Total
1.	Single door & frame with an operable window			
2.	Single door & frame no glass			
3.	Livingroom window			
4.	Kitchen window			

\*All prices include labour and material and no HST

**CONTRACTOR ACCEPTANCE**

**I have examined the RFQ documents and have visited the site prior to preparing this quotation.**

Company Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

WSIB Certificate or Clearance No. \_\_\_\_\_

Liability Insurance Company: \_\_\_\_\_

Policy No. \_\_\_\_\_ Expiry Date: \_\_\_\_\_

HST No. \_\_\_\_\_

Please attaché copies of the WSIB Certificate and Insurance Certificate

Print First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Contractor Signature \_\_\_\_\_

Date of submission \_\_\_\_/April/2018