



EMBASSY OF GREECE IN OTTAWA

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September 1, 2023

File No. 085.1/AP 443

"Invitation to tender for a roof repair and replacement of an air conditioning unit at the Residence of the Embassy of Greece in Ottawa."

The Embassy of Greece in Ottawa shall proceed to the signing of a contract for the repair of a section of the roof at the Ambassador's Residence and for the replacement of an old air conditioning unit, and calls the aforementioned interested company to submit a binding offer to that end.

The said offer under evaluation, namely **"Residence of the Embassy of Greece – 534 Queen Elizabeth Drive – Ottawa - Roof repair and replacement of an air conditioning unit (2023)"** and its scope of work, shall include:

A. ROOF REPAIR

- Remove all debris down to roof deck
- Remove and replace any rotten wood
- Supply and install
 - Vapour barrier to roof deck
 - Install a one ply 180 MBM base sheet.
 - Install a one ply MBM 250 cap (brown or grey) sheet.
 - Install new commercial grade metal flashings (to be chosen from roof standard colour chart) as required to all walls, perimeter and curbs, using a 26-gauge prefinished metal flashing as per membrane manufacturers recommendations.
- Disconnect and remove existing roof top unit on lower roof and return when reroofing is completed to reinstall existing unit with new roof sleepers.
 - Disconnect gas piping, duct work high and low voltage.
 - Hoist unit off the roof and set on the ground.
 - Return to site to install new sleepers.
 - Hoist unit back on roof.
 - Reconnect gas piping, ductwork, high and low voltage.
 - Start up unit and verify all operations functioning.

The final offer shall include

- 2-year semi-annual preventative maintenance program included at zero cost, on any roof replacement.
- 10 year manufacturer's warranty on the modified bitumen membrane
- 10 year roofing warranty on the workmanship
- Any possible cost like Materials, labour, Garbage bins, ladders etc..
- The price per unit, including taxes and VAT
- The corresponding VAT
- The duration of the offer

B. NEW SUPPLY AND INSTALL NEW HVAC UNIT.

- Disconnect and remove existing roof top unit on lower roof and return when reroofing is completed to reinstall.
- NEW CARRIER 48LV-K240603 2 TON roof top unit
 - o Disconnect gas piping, duct work high and low voltage.
 - o Hoist unit off the roof and set on the ground.
 - o Return to site to install new sleepers.
 - o Hoist unit back on roof.
 - o Reconnect gas piping, ductwork, high and low voltage.
 - o Start up unit and verify all operations functioning.
- Extras will not be entertained unless authorised by Embassy of Greece.

The award criterion shall be the lowest offer which should comply with the aforementioned terms of reference.

Tenders may be submitted in printed or electronic form to the Embassy Secretariat until **8 of September 2023**.

Interested parties must provide an IBAN bank account info.

Bids from companies other than those invited will not be considered.



The Ambassador

Konstantina Athanassiadou
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*According to Law No 4412/2016 (as amended and in force)