

# Request for Tender

## Build & Install Community Boards - 2025

**Issued by:** Loring Restoule Business Association (LRBA)

**Date of Issue:** January 10, 2025

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### Tender Overview:

The Loring Restoule Business Association (LRBA) invites qualified general contractors to submit bids rebuild three community boards used by our members and the community. The project involves repairing the wood and plexiglass doors of these boards and relocating one board to a new location on the same property. The work is required to be completed by Spring 2025.

Current Boards – Roxie’s Diner, Trash & Treasures and the Legion - Port Loring.

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### Scope of Work:

#### 1. Community Boards:

Build three community boards to the specs provided to ensure durability and weather resistance as they must keep the marketing materials inside safe and dry. Installing plastic holders for marketing materials. (Plastic holders supplied by the Loring Restoule Business Association).

#### Plexiglass Doors:

The community boards should have plexiglass doors to ensure clear visibility and secure closure. Closure must be easily opened and closed.

#### 2. Installation: Boards to be installed in Port Loring, Commanda & Restoule. Cemented in place.

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### Project Timeline:

- **Completion Date:** No later than April 30, 2025, ensuring all repairs and relocation/removal are finalized before the spring season is in full effect.
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### Evaluation Criteria:

- Experience and Qualifications – 30%
- Work Plan and Approach – 30%
- Cost Proposal – 30%
- References – 10%

## Submission Requirements:

**Company Information:** Legal business name and contact details.

**Experience:** Provide examples of previous work on similar projects involving wood and plexiglass repairs, and any relocation work if applicable.

**Work Plan:** A detailed description of the approach to completing the repairs and relocation, including a proposed schedule.

**Cost Proposal:** Breakdown of costs including materials, labour, equipment and other associated fees.

**References:** At least two references from previous clients for similar work.

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**Submission Deadline:** All proposals must be submitted by February 28, 2025, to the LRBA at the following address: [info@loringrestoule.com](mailto:info@loringrestoule.com)

**Contact:** For further inquiries regarding this tender, please contact: [info@loringrestoule.com](mailto:info@loringrestoule.com)

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We look forward to receiving your proposals and working together to maintain the community boards for the benefit of LRBA members.

