

# ***Tacora Resources Inc.***

102 NE 3<sup>rd</sup> Street, Suite 120  
Grand Rapids, MN 55709

One Wabush Mines Road  
PO Box 3000  
Wabush, NL A0R 1B0



## **Request for Proposals**

### ***Elevator Maintenance Parts & Service Provider***

***Tender number: 0005***

---

***Confidential***

**Issue Date: 25 January 2022**  
**Submission Deadline: February 7, 2022**

## **Table of Contents**

<b>1. Overview .....</b>	<b>3</b>
Statement of Purpose .....	3
Background Information .....	3
<b>2. Scope of Work .....</b>	<b>3</b>
Scope of Work .....	3
Roles and Responsibilities .....	3
Project Timeline .....	5
<b>3. RFP Procedures .....</b>	<b>5</b>
Evaluation and Award Process .....	5
Process Schedule .....	6
Submission Details .....	6
<b>4. RFP Submission Requirements .....</b>	<b>6</b>
Proposal Format .....	5
Transmittal Letter .....	5
Proponent Information .....	5
Team Profile .....	5
Understanding of Project Requirements and Approach .....	5
<b>5. Legal Matters .....</b>	<b>5</b>
Contractual Terms and Conditions .....	5

# 1. Overview

## Statement of Purpose

Tacora Resources Inc. (Tacora) intends to complete a yearly service agreement for Crane & Elevator Maintenance Parts & Service Provider as per direction of Tacora Resources.

## Background Information

### Organization Background

Tacora Resources Inc. is an iron ore mining and development company focused on the acquisition and revitalization of iron ore assets. Additional information about the company is available at: [www.tacoraresources.com](http://www.tacoraresources.com).

TACORA is committed to providing business opportunities to women, Indigenous Peoples, persons with disabilities and people from visible minority groups, which are collectively referred to as “designated groups”. TACORA will promote and seek the use of local labour, suppliers, contractors and organizations majority owned by members of designated groups and encourage business development within the Province to the extent that local suppliers can be competitive in areas of cost effectiveness and do not negatively or materially impact business objectives or performance.

Tacora is committed to providing Provincial Suppliers with a full and fair opportunity and first consideration for procurement opportunities for work included in this Request for Proposal. First consideration shall be given to services provided from within the Province and to goods manufactured in the Province, where those services and goods are competitive in terms of fair market price, quality and delivery. Tacora’s preference will be given to Provincial Suppliers located in Labrador followed by such Provincial Suppliers located in the remainder of the Province.

### Project Background

The Wabush mine and concentrator are located in Wabush, Labrador, Newfoundland. The Wabush mine started operations in 1965 and eventually closed in 2014. During that period of operation, the mine had produced between 2.7 million and 6 million tons of iron ore concentrate annually which was shipped to Pointe Noire to be pelletized.

Wabush mine was for most of its former life a split ownership that was managed by Cleveland Cliffs. In 2009, Cliffs exercised its right of first refusal to acquire the remaining interest in Wabush from the other owners and became the sole owner of the mine. Cliffs shutdown operations first at the pellet plant in May 2013 and then at the mine and concentrator in February 2014. The assets were subsequently placed under CCAA protection in May 2015. Tacora is now focused on the revitalization and restart of the mine and concentrator.

# 2. Scope of Work

## Scope of Work

- Two Certified Technicians on a back-to-back rotation (Two weeks in, two weeks out, or 3/3. Whichever is most cost efficient.)
- 12-hour days, 7 days a week.
- Ability to perform annual certification on elevators & lifting devices as required by regulatory bodies.
- On call as needed after hours for breakdowns.
- technicians are to perform all routine preventative, corrective & breakdown maintenance on elevators-Service provider to also identify upgrades on all elevators to bring equipment to current regulations & increase reliable

operation.

-Vendor will have the ability to identify & source critical spare components for all elevators.

## **Roles and Responsibilities**

### **1. Specific Tasks**

- 1.1. Task 1 – Perform preventative maintenance on all elevators on the Tacora Wabush Scully Mine site as required by Tacora Resources.
- 1.2. Task 2 – Perform required repairs on any breakdown of elevators on the Tacora Wabush Scully Mine site as required by Tacora Resources.
- 1.3. Task 3 – Assess & recommend any upgrading which would increase the reliability of elevators. This would include component replacement or addition of new components.
- 1.4. Task 4 – Provide any certifications required by government regulatory bodies for all elevators on the Tacora Wabush Scully Mine site.
- 1.5. Task 5 – Identify & recommend spare parts to maintain elevators to maximize availability.

### **2. Place of Performance**

All field service is to be performed on site. Service provider can source and supply any required parts remotely or go through a Tacora Representative to order the required parts once a quote has been sourced via the service provider.

Travel will be required from the point of origin for the technicians to the Tacora Scully Mine.

### **3. Period of Performance**

365 Calendar Days.

### **4. Delivery Schedule**

<b>SOW Task#</b>	<b>Deliverable / The Services, Equipment, and Materials Title</b>	<b>Due Date</b>	<b>Notes / Remarks</b>
1.1 & 1.2	Preventative Maintenance & Breakdown Repairs	N/A	
1.3	Elevator Recommendations	60 Days Post Contract Awarding	List compiled for all cranes & elevators
1.4	Provide Certifications	Annually As Required	Or as required by regulatory bodies
1.5	Provide Spare Parts List	60 Days Post Contract Awarding	List compiled for all cranes & elevators

### **5. Tacora-Furnished Equipment (“FE”) / Tacora-Furnished Information (“FI”) / Tacora-Furnished Facilities (“FF”)**

FE- Tacora Resources will provide any required aerial work platforms & scaffolding to perform maintenance or repairs on all cranes or elevators.

FI – Tacora will provide any required information on Elevators. As stated in section, the service provider is providing the information being requested by Tacora Resources.

FF – The service provider is to provide accommodations for their technicians, Tacora Resources has dedicated eating, changing & washroom facilities which are available to technicians.

### **6. Safety, Health, and Environment (SHE)**

Supplier shall read and comply fully with the TACORA SAFETY, HEALTH, AND ENVIRONMENTAL SITE SPECIFICATION

### **7. Other Pertinent Information or Special Considerations**

**7.1. Identification of Possible Follow-on Services**

Additional services may be required at a later date and will be treated as an amendment to this original scope of work, after which Tacora Resources & the service provider will engage in coming to an agreement on acceptable terms for the additional scope of work.

**7.2. Identification of Non-Disclosure Requirements**

As per Tacora Resources policies & procedures.

**7.3. Packaging, Packing, and Shipping Instructions**

Tacora Resources will provide any specialty packaging, shipping or packing instructions.

**7.4. Inspection and Acceptance Criteria**

Inspections shall be conducted by the service provider as required or as requested by Tacora Resources or a Government Regulatory Body. A Tacora representative shall then review the report and provide feedback as required.

**7.5. Specialized Reporting Requirements**

7.5.1 – A report shall be created after any of the tasks noted in section 6 are completed, with a summary of work completed, findings & any additional recommendations.

7.5.2 – The service provider must be qualified or be eligible to qualify in Cognibox in order to bid on this SoW.

## **Project Timeline**

Estimated start date February 15, 2022 to December 31, 2022

## **3. RFP Procedures**

### **Evaluation and Award Process**

In evaluating any contract tenders or bids Tacora will use the following criteria and shall communicate them to any businesses who intend to submit a tender or bid for a contract:

- safety, health and environmental record;
- price and cost competitiveness;
- quality;
- ability to meet the technical specifications of prescribed goods and services;
- ability to supply and deliver the goods and services;
- timely delivery;
- commitments to utilize “designated group” businesses as sub-contractors;
- commitments to employ and train people that identify in “designated groups”;
- commitments to purchase works, goods and services from “designated groups” businesses;
- any other generally accepted industry criteria; and
- other commercially reasonable criteria as may be defined in advance by Tacora.

In the event that following seeking a tender or bid, Tacora does not receive a tender or bid that Tacora determines to be acceptable using the criteria determined above, Tacora shall initiate a further competitive procurement process for such works, goods or services.

Questions will be compiled from all bidders and the answer to each question will be shared by email to each bidder. The questions and answers will also be posted to the project data room message board if applicable.

## **Process Schedule**

All steps in the proposal process must be completed on or before the following dates:

January 28, 2022 – Reply to the RFP email with an intent to submit a proposal

January 29, 2022 – All questions related to the RFP submitted to Tacora

February 1, 2022 – All questions answered by Tacora

February 7, 2022 – Final proposals submitted to Tacora

Tacora may at any point during the proposal process choose to adjust the process schedule. All bidders will be informed by email at the time the change is made.

## **Submission Details**

All questions and responses to the RFP are to be submitted by email as follows:

Kellie Granville – [kelliegranville@tacoraresources.com](mailto:kelliegranville@tacoraresources.com)

## ***4. RFP Submission Requirements***

### **Proposal Format**

The proposal shall be formatted based on the defined structure of the work scope in section 2 to include all rates for services listed.

### **Transmittal Letter**

A transmittal or cover letter shall accompany the proposal as a summary document.

### **Proponent Information**

Accompanying the proposal shall be:

- specific references of completed similar projects and successful project completion. If no such references exist then a detailed description of how your company is sufficiently equipped to achieve the desired results must be included;
- company safety history including active incident rates of company and any subcontractors;
- company policies and practices for providing opportunities to “designated groups” and businesses; and
- names and business addresses of all designated group businesses (suppliers and sub-contractors) forming part of the tender or bid.
- language recognizing the TACORA'S commitment to full and fair opportunity and first consideration for Provincial Suppliers.
- a section on the monetary value of a product or service associated with the work performed in the Province (NL Content), including the percentage of NL Content as a percentage of the total contract value.

## **Team Profile**

The qualifications of each Project Manager to be assigned to the project shall be included with the proposal as well as the organizational structure to complete the project.

## **Project Schedule**

A detailed project schedule that clearly demonstrates the ability to achieve the required project timeline is to be included.

## **Understanding of Project Requirements and Approach**

Included in the proposal shall be a thorough description of the current state of the project as viewed by the proponent as well as the required steps to reach the final objective. This is to include a detailed schedule of project milestones and critical paths.

## ***5. Legal Matters***

### **Contractual Terms and Conditions**

Each firm is required to execute a confidentiality agreement with Tacora Resources Inc. prior to engaging in the proposal process. Signed copy of our terms and conditions before.