

Tacora Resources Inc.

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Request for Proposals

Light Vehicle Inspection and Maintenance Services

Tender 0009

Confidential

Issue Date: 21 April 2022
Submission Deadline: 29 April, 2022

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1. Overview

Statement of Purpose

Tacora Resources Inc. (Tacora) intends to complete a tender for Light Vehicle and Maintenance Services. The basis of this work is to support Tacora teams to add best practice and continuous improvement methods. Tacora is looking for a safe productive team with an eye on cost savings based on term commitments.

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.

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

The vendor will be responsible for all inspection and maintenance on our light vehicle fleet. Pick up and drop off vehicles at Tacora security gate.

The vehicles are deemed essential; therefore, it is imperative that the vehicles are inspected and repaired in a timely fashion.

Vendor is to supply a weekly report of status of vehicles at their place of business.

Routine Maintenance

The vendor shall provide the following routine maintenance services on the vehicles listed:

- Oil change, filter replacement with fluid check and “top off” of all fluids as required (coolant, brake, power steering, wiper fluids etc)
- Chassis lube service with fluid check
- Transmission fluid and filter change service
- Bulb or fuse replacement
- Wiper blade replacement
- Coolant flushes and refills
- Air conditioning system checks up
- Safety inspection and annual vehicle inspection
- Vehicle mechanical repairs
- Tire rotations

The vendor will provide a written checklist at each oil change of the work performed.

The list will consist of all fluid checks, brake check, tire check, belts and hoses, filters, wiper blades, and battery check. The vendor is required to “top off” all fluids as required.

Vendor must complete the checklist and detail all services performed and all costs associated with the service to include parts. The vendor must also note any conditions observed that will require additional work and shall submit an estimate for repairs based on the rates for parts, labor, and any diagnostics offered in this bid.

As the oil market is volatile, an increase to the price of oil will be considered if the price of oil increases nationally. Price increases for labor for oil changes will not be accepted. Bidders must have proof of the national oil price increase available.

Non-Routine Repairs Any repair not considered “routine maintenance” as described above will require a written estimate and pre-approval by Tacora prior to performing any work on the vehicle.

The vendor shall provide Tacora with a fixed price mechanic’s hourly labor rate and the proposed discount rate on repair parts for service not classified as routine maintenance. The discount rate on repair parts shall be from the manufacturer’s printed parts price list and shall remain fixed until the manufacturer provides an updated printed parts price list.

All repair estimates must clearly identify the vehicle to be repaired to include the vehicle identification number (VIN) or license plate number, or unit number, work to be performed, and the date the estimate was submitted. In the event any repair requires that a vehicle be kept overnight at the contractor’s repair facility, the contractor must secure the vehicle.

The vendor shall provide the required services and will not subcontract or assign the services without the prior written approval of Tacora.

Tacora reserves the right to inspect the vehicle to verify the proposed repair work.

If a standard parts or labor warranty exists, the vendor will supply a minimum warranty of 4,000 KM or 90 calendar days on all labor and parts services.

Roles and Responsibilities

The vendor awarded this work will be responsible for Light vehicle inspection and maintenance as per direction of Tacora employees.

For Tacora, Pam Holloway will be responsible for the overall scope and completion of service with individual responsibilities for sections of work broken out within Tacora. This breakout will be shared after bid has been awarded.

Project Timeline

Tacora would like to start **May 1, 2022** to **April 30, 2023**.

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 local – Labrador - NL businesses.
- any other generally accepted industry criteria; and
- other commercially reasonable criteria as may be defined in advance by Tacora.

For details of designated groups, you can contact Kellie Granville 280-1396

If 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 services.

Tacora will fully consider bids that combine resources from various bidders or sub-contractors if it meets the needs on the tender.

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:

April 25, 2022 - Reply to the RFP email with an intent to submit a proposal.

April 25, 2022 - All questions related to the RFP submitted to Tacora.

April 26, 2022 - All questions answered by Tacora.

April 29, 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@Tacoraresources.com

4.RFP Submission Requirements

Proposal Format

The proposal shall be formatted based on the defined structure of the work scope.

Tacora open to all discussions on idea's – teamwork to achieve successful contract.

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.