

A Guide to Calling Bids and Awarding Construction Contracts

CCDC 23 is a guide for bid-calling authorities (owners and consultants).

CCDC 23 provides recommended best practices for procuring construction services by means of a competitive bidding process for any public or private sector project, large or small, where the lowest bid selection method is used.

The recommended practices in CCDC 23 reflect a broad consensus of Canadian construction industry participants, and are intended to apply to any public or private sector project. By following these practices, the potential for costly misunderstandings, disputes, delays, and other difficulties can be minimized.

CCDC 23 addresses all aspects of the bid calling and contract award process:

- **Principles of the Law of Competitive Bidding**

A summary of fundamental principles under the law of competitive bidding, e.g. the legal obligation of owners and bidders under Contract A and Contract B.

- **Preparing the Bidding and Contract Requirements**

Instruction to bidders, information available to bidders (typically created by parties other than the consultant), bid form (sample forms), and bid form supplements (list of subcontractors, alternative prices, itemized prices, and unit prices).

- **Calling for Bids**

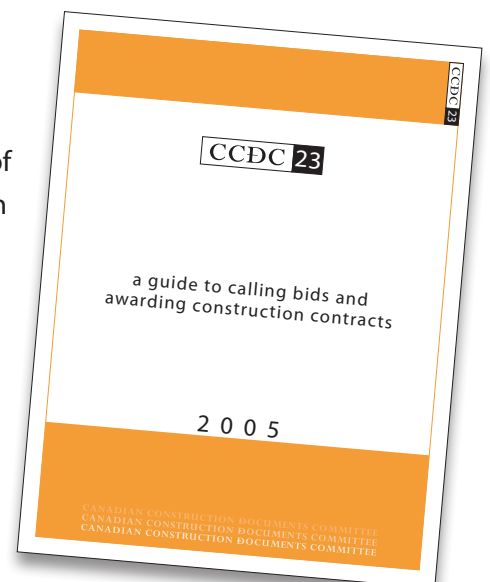
Open vs. invitational bid calls, distribution of bid documents, bidding period and scheduling, pre-bid meetings and site visits, and bidder inquiries and issuance of addenda.

- **Receiving Bids**

Bid closing dates and times, receipt of bids, late bids, bid modifications, bid closing (including two-stage closing), and single bids.

- **Contract Award**

Bid analysis and evaluation for compliance, bid irrevocability period, letter of intent vs. letter of acceptance, post-bid negotiation and re-bidding, and privilege clause.



For more information, please visit

ccdc.org