

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Public Works and Government Services Canada
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet Agricultural Sprayer	
Solicitation No. - N° de l'invitation K4E21-120139/A	Date 2012-11-15
Client Reference No. - N° de référence du client K4E21-120139	
GETS Reference No. - N° de référence de SEAG PW-\$EDM-206-9614	
File No. - N° de dossier EDM-2-35217 (206)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-01-10	Time Zone Fuseau horaire Mountain Standard Time MST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Peters, Brent	Buyer Id - Id de l'acheteur edm206
Telephone No. - N° de téléphone (780) 497-3668 ()	FAX No. - N° de FAX (780) 497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF THE ENVIRONMENT KERRY HECKER ENVIRONMENTAL STEWARDSHIP CWS HABITAT CONSERVATION BOX 280 SIMPSON SASKATCHEWAN S0G4M0 CANADA	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services Canada
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

**AGRICULTURAL SPRAYER
FOR
ENVIRONMENT CANADA**

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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

This requirement is detailed under Article 2 of the resulting contract clauses

3. Debriefings

After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2012-11-09) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2. Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than two (2) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

5. Maximum Funding

The maximum funding available for the Contract resulting from the bid solicitation is \$38,095.24 (Goods and Services Tax or Harmonized Sales Tax extra, as appropriate). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I:	Technical Bid	(1 hard copy)
Section II:	Financial Bid	(1 hard copy)
Section III:	Certifications	(1 hard copy)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](#)

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- 1) 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

1.1 Technical Evaluation

Each bid received will be evaluated in relation to the minimum specifications contained in Annex A. Failure to meet any of the mandatory criteria listed at the bid closing will render the submission non-responsive and it will be given no further consideration.

1.2 Financial Evaluation

SACC Manual Clause A0220T (2007-05-25), Evaluation of Price.

2. Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and related documentation to be awarded a contract. Canada will declare a bid non-responsive if the required certifications and related documentation are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications, to provide the related documentation or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

- 1.1.1 By submitting a bid, the Bidder certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting a bid, the Bidder certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Bidder, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any bid in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Bidder and any of the Bidder's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the period of any contract arising from this bid solicitation.

Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid or promptly thereafter a complete list of names of all individuals who are currently directors of the Bidder. Bidders bidding as sole proprietorship, including those bidding as a joint venture,

must provide the name of the owner with their bid or promptly thereafter. Bidders bidding as societies, firms, partnerships or associations of persons do not need to provide lists of names. If the required names have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form- PWGSC-TPSGC 229) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the bid being declared non-responsive.

2. Additional Certifications Precedent to Contract Award

The certifications listed below should be completed and submitted with the bid, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

2.1 Federal Contractors Program - over \$25,000 and below \$200,000

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal government contracts over the threshold for solicitation of bids as set out in the *Government Contracts Regulations*. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

- (a) is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;
- (b) is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44 (<http://laws-lois.justice.gc.ca/eng/acts/E-5.401/index.html>);
- (c) is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC, having not bid on requirements of \$200,000 or more;
- (d) has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: _____.

Further information on the FCP is available on the HRSDC Web site (<http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml>).

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

The Contractor must provide the items detailed under the Requirement at Annex A

3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

3.1 General Conditions

2010A (2012-07-16), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

The text under Subsection 4 of Section 29 - Code of Conduct and Certifications of 2010A (2012-07-16) General Conditions - Goods (Medium Complexity), referenced above is replaced by:

During the entire period of the Contract, the Contractor must diligently update, by written notice to the Contracting Authority, the list of names of all individuals who are directors of the Contractor whenever there is a change. As well, whenever requested by Canada, the Contractor must provide the corresponding Consent Forms.

4. Term of Contract

4.1 Delivery Date

All the deliverables must be received on or before March 4, 2013.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Brent Peters
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Western Region
5th Floor, Telus Plaza North
10025 Jasper Avenue
Edmonton, AB T5J 1S6

Telephone: 780-497-3668
Facsimile: 780-497-3510
E-mail: Brent.Peters@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work

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in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

5.2 Project Authority

The Project Authority for the Contract is: *(will be released at contract award)*

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Contractor's Representative

(To be completed by the bidder at time of bid submission)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail: _____

6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex C for a cost of \$ _____ (*amount inserted at contract award*). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.2 Limitation of Price

SACC Manual clause C6000C (2011-05-16)

6.3 Single Payment

SACC Manual clause H1000C (2008-05-12)

6.4 SACC Manual Clauses

C2000C (2007-11-30), Taxes - Foreign-based Contractor (if applicable)

C2002C (2010-01-11), Duties and Taxes - Foreign-based Contractor - State of California (if applicable)

7. Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

8. Certifications**8.1 Compliance**

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

9. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

10. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2012-07-16), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment
- (e) Annex C, Evaluation Grids
- (f) the Contractor's bid dated _____ (*inserted at time of contract award*).

11. SACC Manual Clauses

B7500C (2006-06-16), Excess Goods
B1501C (2006-06-16), Electrical Equipment

12. Insurance

SACC Manual clause, G1005C (2008-05-12)

ANNEX A - REQUIREMENT

Last Mountain Lake National Wildlife Area located near Simpson, Saskatchewan has a requirement for the supply and delivery of a 3-point hitch agricultural sprayer.

A. Mandatory Minimum Specifications

Instructions to Bidders:

- Bidders must address any concerns with the Mandatory Minimum Specifications listed below in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal.
- Bidders must indicate where in their proposal that the product offered addresses each Mandatory Minimum Specification.
- In the case where no supporting documentation exists, the Bidder must describe how the product offered meets the specification.
- Bidders must sign below certifying that the product offered meets all of the Mandatory Minimum Specifications.

Mandatory Minimum Specifications:

Item	Specification	Provide Reference Location to Supporting Documentation or Provide Written Description of how Specification is Met
1.	New 3-point hitch sprayer	<hr/> <hr/>
2.	Must be capable of operating connected to a Category II tractor	<hr/> <hr/>
3.	Sprayer tank capacity 200-300 imperial gallons (900-1400 litres)	<hr/> <hr/>
4.	Sprayer tank agitation	<hr/> <hr/>
5.	Flotation Booms minimum 65' (20m), maximum 80' (25m)	<hr/> <hr/>

6.	Booms must have a minimum of 2 and a maximum of 3 section breakaway	
7.	Hydraulic wing tillt	
8.	Automatic rate controller	
9.	Hand wand and reel with minimum of 20' (6m) and a maximum of 40' (12m) of hose	
10.	Filter system	
11.	Dual body nozzle holders, with a minimum of 2 full sets of 10 gallon spray tips and 5 gallon spray tips	
12.	Pressure gauge for tractor cab	
13.	Ability to turn on RH wing, LH wing, or center boom section independently, 2 of 3, or all together	
14.	Control switch in cab for turning on/off boom sections	
15.	Minimum 1 year warranty on parts and materials	

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Make and Model of unit being offered in bid: _____

By signing below, the Bidder certifies that the product offered above meets the Mandatory Minimum Specifications described above for each item:

Signature

Date

Bids which do not meet all of the Mandatory Minimum Specifications listed above will be deemed non-compliant and given no further consideration.

If, upon delivery and acceptance, the product is found to not meet the Mandatory Minimum Specifications, the product will be returned at the supplier's expense and the Contract will be terminated for default.

B. Optional Minimum Specifications (Not Mandatory for Completion by Bidder)

The Optional Minimum Specifications listed below are not mandatory for completion by Bidder. However, should a Bidder choose to meet any of the following specifications, they may be eligible for the corresponding reduction of their bid price for evaluation purposes only. The maximum reduction that a Bidder may receive is 5% if all optional minimum specifications are met. **It is the responsibility of the Bidder to ensure that their total bid price, before any deductions, does not exceed the maximum funding requirement as outlined in Part 1 of this solicitation document. Should the Bidder be awarded a contract, their total bid price, before any deductions, will be used.**

Instructions to Bidders:

- Bidders must address any concerns with the Optional Minimum Specifications listed below in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal.
- Bidders must indicate where in their proposal that the product offered addresses each Optional Minimum Specification.
- In the case where no supporting documentation exists, the Bidder must describe how the product offered meets the specification.
- Bidders must sign below certifying that the product offered meets the Optional Minimum Specifications that they have identified as such.

Optional Minimum Specifications

Item	Specification	Reference Location to Supporting Documentation or Written Description of How Specification is Met
1.	Bottom fill kit (0.5 % reduction off bid price for evaluation purposes only)	_____ _____
2.	Tank Rinse Kit (0.5% reduction off bid price for evaluation purposes only)	_____ _____

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3.	Parallel Flotation Booms (1.5% reduction off bid price for evaluation purposes only)	<hr/> <hr/>
4.	Hydraulic Folding Booms (1.5% reduction off bid price for evaluation purposes only)	<hr/> <hr/>
5.	Spray Tank Fill Indicator Visible From Tractor Cab (1% reduction off bid price for evaluation purposes only)	<hr/> <hr/>

By signing below, the Bidder certifies that the product offered above meets the Optional Minimum Specifications described above where the Bidder has indicated as such:

Signature

Date

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ANNEX B - BASIS OF PAYMENT

- Firm Unit Prices are FOB Destination and include all costs of delivery to the location indicated below.
- Firm Unit Prices do not include GST/HST. GST/HST (if applicable) will be added as a separate line item to any invoice issued as a result of a Contract.
- Firm Unit Prices are identified in Canadian Dollars

Delivery to: Last Mountain Lake National Wildlife Area
Legal Description: SW 30-28-23 W2
Nearest Town: Simpson, SK S0G 4M0
Att'n: Renny Glitz

Additional directions will be provided to successful bidder at time of contract award

Item	Description	Quantity	Firm Unit Price
A	3-Point Hitch Agricultural Sprayer as per the Minimum Specifications outlined in Annex A including delivery FOB Destination.	1 LOT	\$ _____
TOTAL			\$ _____

ANNEX C - EVALUATION GRIDS (FOR USE BY TECHNICAL EVALUATION TEAM ONLY)**1. MANDATORY MINIMUM SPECIFICATIONS**

Bids which do not meet all of the Mandatory Minimum Specifications listed below must be deemed non-compliant and given no further consideration.

Item	Description	Met	Not Met
1	New 3-point hitch sprayer		
2	Must be capable of operating connected to a Category II tractor		
3	Sprayer tank capacity 200-300 imperial gallons (900-1400 litres)		
4	Sprayer tank agitation		
5	Flotation Booms minimum 65' (20m), maximum 80' (25m)		
6	Booms must have a minimum of 2 and a maximum of 3 section breakaway		
7	Hydraulic wing tilt		
8	Automatic rate controller		
9	Hand wand and reel with minimum of 20' (6m) and a maximum of 40' (12m) of hose		
10	Filter system		
11	Dual body nozzle holders, with a minimum of 2 full sets of 10 gallon spray tips and 5 gallon spray tips		
12	Pressure gauge for tractor cab		
13	Ability to turn on RH wing, LH wing, or center boom section independently, 2 of 3, or all together		
14	Control switch in cab for turning on/off boom sections		
15	Minimum 1 year warranty on parts and materials		

2. OPTIONAL MINIMUM SPECIFICATIONS (NOT MANDATORY FOR COMPLETION BY BIDDER)

Bidder's may or may not choose to identify that their product meets any or all of the Optional Minimum Specifications listed below. Bidders that are deemed to have met any of the specifications listed below will have their evaluated bid price reduced, for evaluation purposes only, as outlined in Annex A.

Item	Description	Met	Not Met
1	Bottom fill kit		
2	Tank rinse kit		
3	Parallel flotation booms		
4	Hydraulic folding booms		
5	Spray tank fill indicator visible from tractor cab		