

**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
**1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 1T3  
Bid Fax: (902) 496-5016**

## **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**

<b>Title - Sujet</b> CLEANING COMPOUND	
<b>Solicitation No. - N° de l'invitation</b> W355B-131392/B	<b>Date</b> 2013-05-23
<b>Client Reference No. - N° de référence du client</b> W355B-13-1392	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-222-8997	
<b>File No. - N° de dossier</b> HAL-2-69297 (222)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-07-05</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Daylight Saving Time ADT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Abeyesuriya, Dhimuth	<b>Buyer Id - Id de l'acheteur</b> hal222
<b>Telephone No. - N° de téléphone</b> (902) 496-5092 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE HMC DOCKYARD, MARITIME FORCES ATL. BLDG D207, HAZMAT HALIFAX NOVA SCOTIA B3K5X5 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**  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 3C9

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

## Instructions to Bidders/Contractors

This bid solicitation cancels and supersedes previous bid solicitation number W355B-131392/A dated 2013-02-01 with a closing of 2013-03-18 at 02:00PM.

## IMPORTANT NOTICE TO SUPPLIERS

### **Government of Canada is moving its Government Electronic Tendering Service from MERX to Buyandsell.gc.ca/tenders on June 1, 2013**

Starting June 1, 2013, federal government tenders (tender notices and bid solicitation documents) will be published and available free of charge on a Government of Canada Web site on Buyandsell.gc.ca/tenders.

The Government Electronic Tendering Service on Buyandsell.gc.ca/tenders will be the sole authoritative source for Government of Canada tenders that are subject to trade agreements or subject to departmental policies that require public advertising of tenders.

Get more details in the Frequently Asked Questions section of Buyandsell.gc.ca/tenders

After June 1, 2013, all tenders and related documents and amendments will be on Buyandsell.gc.ca/tenders

On June 1, 2013, suppliers must go to Buyandsell.gc.ca/tenders to check for amendments to any tender opportunities that they have been following on MERX prior to June 1.

Bookmark Buyandsell.gc.ca/tenders now to be ready for June 1 !!!

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2. Statement of Requirement
3. Debriefings

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## PART 1 - GENERAL INFORMATION

### 1. Security Requirement

There is no security requirement associated with this bid solicitation.

### 2. Statement of Requirement

Department of National Defence (DND) Atlantic, HMC Dockyard has a requirement to procure, Rust Loosener, Cleaning Compound, and Coating, General Purpose and detail Statement of Requirement is listed in Annex "A".

### 3. Debriefings

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 (2012-11-19) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:  
sixty (60) days

#### 1.1 SACC Manual Clauses

### 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 five (5) 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 Nova Scotia.

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.

## **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 (one (1) hard copy)

Section II: Financial Bid (one (1) hard copy)

Section III: Certifications (one (1) hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft 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) use 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 in Annex "B". The total amount of Applicable Taxes must be shown separately.

**1.1 SACC Manual Clause**

C3011T	(2010-01-11)	Exchange Rate Fluctuation
B3000T	(2006-06-16)	Equivalent Products

**Section III: Certifications**

- Bidders must submit the certifications required under Part 5.

**PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

**1. Evaluation Procedures**

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

## **1.1. Technical Evaluation**

### **1.1.1 Mandatory Technical Criteria and Statement of Requirement Specifications as specified in Annex "A"**

## **1.2 Financial Evaluation**

### **Evaluation of Price**

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, DDP including all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and taxes to the destination(s). Canadian customs duties and excise taxes included.

## **2. Basis of Selection**

### **2.1 Basis of Selection**

A bid must comply with all requirements of the bid solicitation 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 that the Bidder and its affiliates are, in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Bid of Standard

Instructions 2003. The related documentation therein required will assist Canada in confirming that the certifications are true.

## **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 - Certification**

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, 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;
- (c) ( ) is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, 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.



## **PART 6 - RESULTING CONTRACT CLAUSES**

### **1. Security Requirement**

There is no security requirement applicable to this Contract..

### **2. Statement of Requirement**

Department of National Defence (DND) Atlantic, HMC Dockyard has a requirement to procure, Rust Loosener, Cleaning Compound, and Coating, General Purpose and detail Statement of Requirement is listed in 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 (2013-04-25), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

### **4. Term of Contract**

#### **4.1 Delivery Date**

Delivery, Inspection and Acceptance

While delivery is requested as soon as possible (ASAP), delivery is requested to be on or before 30th August 2013.

Offered delivery: \_\_\_\_\_.

#### **4.2 Delivery Obligations**

Delivery is Delivered Duty Paid (DDP) and the contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and taxes to the destination(s).

### **5. Authorities**

#### **5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Dhimuth Abeysuriya, BC&IS(USA) MCS(Sri Lanka) MACS(Canada) MBA(Canada)  
Public Works and Government Services Canada  
Acquisitions Branch  
Telephone: 902-496-5092  
Facsimile: 902-496-5016  
E-mail address: dhimuth.abeyesuriya@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 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: (to be advised upon 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

Name:  
Company:  
Address:  
Telephone :  
Facsimile:  
E-mail address:

## 6. Payment

### 6.1 Basis of Payment - Firm Price

Basis of Payment - Firm Price, Firm Unit Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as detailed in **Annex "B" Basis of Payment for a Total cost of \$TBD.**

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.

## **7. Invoicing Instructions**

1. 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.
2. Invoices must be distributed as follows:
  - (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
  - (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## **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.

### **8.2 SACC Manual Clauses**

H1000C	(2008-05-12)	Single Payment
B3000T	(2006-06-16)	Equivalent Products

## **9. Applicable Laws**

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

## **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) 2010A (2013-04-25) General Conditions - Goods (Medium Complexity)
- (c) Annex "A", Statement of Requirement and Technical Criteria Evaluation Grid

- (d) Annex "B" Basis of Payment
- (e) Annex "C" Code of Conduct Requirements
- (f) the Contractor's bid dated \_\_\_\_\_ (insert date of bid)

## 11. Defence Contract

### **SACC Manual clause**

A9006C (2008-05-12) Defence Contract

## 12. SACC Manual Clauses

G1005C	(2008-05-12)	Insurance
B3000T	(2006-06-16)	Equivalent Products

**ANNEX "A"****STATEMENT OF REQUIREMENT**

Department of National Defence (DND) Atlantic, HMC Dockyard has a requirement to procure, Rust Loosener, Cleaning Compound, and Coating, General Purpose.

**ITEM # 1.**

Rust Loosener, P 6850-20-A0G-7795

High grade rust loosener with cracking effect created by extreme cooling and creeping properties silicone resins and acids free no damage to rubber and seals 400 ml can

**ITEM # 2.**

Cleaning Compound, P 7930-20-A0C-2072

Cleaning compound highly acidic liquid bright dip treatment used on brass copper and bronze parts removes tarnish stains and discolouration at room temp blend of chromic acid sulfuric acid and inorganic agent red in colour 114 L drum Nato

**ITEM # 3.**

Coating, General Purpose, P 8030-20-A0G-3992

Water based, fire-resistive, flexible, high solids vapor barrier finish for most types of thermal insulation physical state: liquid color white, odor: ammonia, size: 2 US gallon container

**Certification of Compliance:**

Our firm certifies the offered product meets the complete technical requirement:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Delivery Date:

While delivery is requested as soon as possible (ASAP), delivery is requested to be on or before 30th August 2013.

Offered delivery: \_\_\_\_\_.

**F.O.B. Destination:-** HMC Dockyard,  
Maritime Forces Atlantic  
BLDG D207, Hazmat  
Halifax, NS,

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Buyer ID - Id de l'acheteur

**hal222**

Client Ref. No. - N° de réf. du client

**W355B-13-1392**

File No. - N° du dossier

**HAL-2-69297**

CCC No./N° CCC - FMS No/ N° VME

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**B3K 5X5  
CANADA**

## ANNEX "B"

### Basis of Payment

#### Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

#### Basis of Selection

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

Item #	Description	Unit of Issue	Quantity	Unit Price	Extended Total
1	Rust Loosener	CN	48	\$	\$0.00
2	Cleaning Compound	DR	8	\$	\$0.00
3	Coating, General Purpose	CO	2	\$	\$0.00
<b>Sub Total</b>					\$0.00
<b>15% HST</b>					\$0.00
<b>Total</b>					\$0.00

## Annex C

### Code of Conduct Requirements

Failure to provide the following information within the required time frame will render the bid non responsive.

Complete Legal Name of Supplier: \_\_\_\_\_

Supplier Address: \_\_\_\_\_

Supplier PBN: \_\_\_\_\_

Solicitation Number: W355B-131392/B

Contracting Officer Sig: Dhimuth Abeysuriya, BC&IS(USA) MCS(Sri Lanka) MACS(Canada) MBA(Canada)

Atlantic Region Acquisitions  
Public Works and Government Services Canada  
5th Floor, Dominion Public Building  
1713 Bedford Row, Halifax, NS B3J 3C9  
dhimuth.abeyasuriya@pwgsc-tpsgc.gc.ca  
Telephone / Téléphone: (902) 496-5092  
Facsimile / Télécopieur: (902) 496-5016  
Government of Canada / Gouvernement du Canada

List of Directors: Please provide a list of full names of all individuals currently on the Board of Directors of the above company to verify Code of Conduct Requirements as given in Part 5 - Certifications 1, 1.1 and 1.1.1 of the solicitation document.

**Board of Directors:** Please print clearly Full Name (First Name, Middle Name, Family/Last Name)

NAME	NAME	NAME	NAME

Attach additional names on a separate sheet if required.



Solicitation No. - N° de l'invitation

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Buyer ID - Id de l'acheteur

**hal222**

Client Ref. No. - N° de réf. du client

**W355B-13-1392**

File No. - N° du dossier

**HAL-2-69297**

CCC No./N° CCC - FMS No/ N° VME

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