

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0A1 / Noyau 0A1
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

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 Shuttle buses / Bus-navettes	
Solicitation No. - N° de l'invitation W8476-133954/A	Date 2012-09-25
Client Reference No. - N° de référence du client W8476-133954	
GETS Reference No. - N° de référence de SEAG PW-\$\$HP-371-61269	
File No. - N° de dossier hp371.W8476-133954	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-10-11	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
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: Modérie, Christine	Buyer Id - Id de l'acheteur hp371
Telephone No. - N° de téléphone (819) 956-3970 ()	FAX No. - N° de FAX (819) 953-2953
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: <div>Specified Herein Précisé dans les présentes</div>	

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
Vehicles & Industrial Products Division
11 Laurier St./11, rue Laurier
7A2, Place du Portage, Phase III
Gatineau, Québec K1A 0S5

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

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PART 1 GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with this requirement.

2. Requirement

Canada is seeking proposals to procure:

- 2.1 quantity six (6) Shuttle Buses and related items as described in Annex “A” - Pricing and in accordance with Annex “B” - Purchase Description - Shuttle Bus.

The requirement includes an option to purchase up to ten (10) Shuttle Buses and related items to be exercised within twelve (12) months from the effective date of the contract.

- 2.2 Irrevocable options identified in Annex “A” - Pricing.

2.2.1 The options may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

2.2.2 The options may be exercised in whole or in part and on more than one occasion at the sole discretion of Canada, up to the maximum quantity identified in Annex “A” - Pricing.

2.2.3 The options may be exercised within twelve (12) months after contract award.

3. Debriefings

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

4. Interpretation

The mandatory requirements stated in this Request for Proposal use the words "shall" or "must" or "mandatory". Proposals not meeting all of the mandatory requirements will be given no further consideration.

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 (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) 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 (2012-07-11) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

- Subsection **4 of Section 01 - Code of Conduct and Certifications of 2003** (2012-07-11) Standard Instructions is amended as follows:

Bidders should provide, with their bid or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has 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 provide such a list within the required time frame will render the bid non-responsive. Bidders must always submit the list of directors before 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) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

The text under Subsection 5 of Section 01 - Code of Conduct and Certifications of 2003 referenced above is replaced by:

The Bidder must diligently maintain the list up-to-date by informing Canada in writing of any change occurring during the validity period of the bid, and must also provide Canada, when requested, with the corresponding Consent Forms. The Bidder will also be required to diligently maintain the list and when requested, provide Consent Forms during the period of any contract arising from this bid solicitation.

- **Exceptions to Standard Instructions Goods or Services - Competitive Requirements**

Bids Validity Period

Subsection **05.4 of 2003**, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: ninety (90) days

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 to the Contracting Authority no later than **seven (7) 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 *Ontario*.

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. Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications, Statement of Work or Purchase Description contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least **seven (7) days** before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

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 and Additional Information (1 hard copy).

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 are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or 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.

2. 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.

Bidders must complete and submit by the bid closing date and time:

- **Appendix 1** - Technical Information Questionnaire for Configuration A, Configuration B Configuration C

A check mark should be added in the appropriate box of the Technical Information Questionnaire. Bidders should provide additional explanation to support their technical compliance.

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

2.1. Substitutes and Alternatives

Bidders may propose substitutes and alternatives where "**shall^(E)**" is indicated in the technical requirement description (Purchase Description/Statement of Requirement/Statement of Work).

- 2.1.1 Substitutes and alternatives that are equivalent in form, fit, function and performance will be considered for acceptance by the Technical Authority where the Bidder:
- (a) Clearly identifies a substitute and/or an alternative;
 - (b) Designates the brand name, model and/or part number of the substitute and/or of the product, where applicable;
 - (c) States that the substitute product is fully interchangeable with the item specified in the technical requirement description;
 - (d) Provides complete specifications and brochures, where applicable;
 - (e) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
 - (f) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.

-
- 2.1.2 Substitutes and alternatives offered as equivalent in form, fit, function and performance will not be considered for acceptance by the Technical Authority if:
- (a) The bid fails to provide all of the information requested to allow the Technical Authority to fully evaluate the evaluate the equivalency; or
 - (b) The substitute and/or the alternative fail to meet or fail to exceed the technical requirements specified in the technical requirement description.
- 2.1.3 In conducting the evaluation of bids, Canada may, but will have no obligation to request the bidder offering a substitute and/or an alternative, to provide a copy of the alternative standard and to demonstrate, at the bidder's sole cost, that it is equivalent to the technical requirement.
- 3. Section II: Financial Bid**
1. Bidders must submit their bid in accordance with the Basis of Payment specified **Part 6 - RESULTING CONTRACT CLAUSES**, at **Clause 6.1 Basis of Payment**.
2. Prices should appear in “**Annexe “A”**” - Pricing.
- 3. Exchange Rate Fluctuation**
1. Unless otherwise specified in the bid solicitation, bids must be in Canadian currency.
2. Bidders may request Canada to assume the risk for exchange rate fluctuation. This request must be specifically made at time of bidding.
3. The foreign currency component is defined as the element of the price that will be directly affected by exchange rate fluctuations. It could include the net price FOB foreign manufacturer's plant, costs associated with applicable duty, excise tax, Goods and Services Tax or Harmonized Sales Tax, if applicable, entry fees, transportation costs or delivery charges payable in a foreign currency, and any other charges associated with being the importer of record if they originated from and are required to be paid in a foreign currency.
4. The foreign value of the foreign currency component of the bid or negotiated price must be provided before contract award. Form PWGSC-TPSGC 9411, Claim for Exchange Rate Adjustments, may be used for this purpose. If milestone payments are proposed, it is recommended to indicate on the above form the foreign currency component associated with each milestone event.
5. All bids are evaluated in Canadian currency. Therefore, for evaluation purposes, the noon rate quoted by the Bank of Canada as being in effect on date of bid closing, or such other date as may be specified in the bid solicitation, will be applied as the initial conversion

factor for the specified currency. (Column 3 of the above form will be completed by the Contracting Authority.)

6. Rates proposed by bidders will not be accepted for the purposes of this exchange rate adjustment provision.
7. If there are two (2) identical bids, and provided that the bid selected would still be considered the most advantageous to Canada, preference will be given to the Bidder who assumes all or part of the exchange rate adjustment risk over a bidder who does not assume any of this risk. Furthermore, preference will be given to the Bidder who assumes all of the exchange rate adjustment risk over a bidder who assumes only part of this risk.
8. Canada will pay the exchange rate adjustment amount in Canadian currency using the prevailing noon rate on the date of payment by Canada or, as applicable, in accordance with clause C3015C, C3020C, C3025C, or C3030C.

4. Section III: Certifications and Additional Information

1. Certifications

Bidders must submit the certifications required under PART 5 - CERTIFICATIONS.

2. Additional Information

Canada requests that bidders submit the following information:

2.1 Delivery

Firm Quantity

While delivery of the truck is requested by December 31, 2012, the best delivery that can be offered is as follows:

- **Item 001** – Two (2) Shuttle Buses and related items will be delivered within _____ calendar days from the effective date of the contract.
- **Item 002** – One (1) Shuttle Bus and related items will be delivered within _____ calendar days from the effective date of the contract.
- **Item 003** – One (1) Shuttle Bus and related items will be delivered within _____ calendar days from the effective date of the contract.

- **Item 004** – Two (2) Shuttle Buses and related items will be delivered within _____ calendar days from the effective date of the contract.

Optional Quantity

If an option is exercised, the best delivery that can be offered is as follows:

- **Item 005** – Up to ten (10) Shuttle Buses and related items will be delivered within _____ calendar days after an option is exercised.

2.2 Manufacturer's Standard Warranty Period

Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the vehicle/equipment and its component that exceeds the minimum warranty period of twelve (12) months.

The manufacturer's standard warranty (_____ **months**)

2.3 Spare Part Availability

The contractor must ensure that spare parts required to properly maintain and repair the complete vehicle covered by this specification will be available for purchase by **DND**, or its authorized agents, for a period of _____ **years**.

2.4 Supplier's Representative

The Contractor is to provide a name and telephone number of a contact point within his plant, for follow-up inquiries by PWGSC or DND.

General enquiries

Name: _____

Telephone No. _____

Facsimile No. _____

E-mail _____

Solicitation No. - N° de l'invitation

W8476-133954/A

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

W8476-133954

Amd. No. - N° de la modif.

File No. - N° du dossier

hp371W8476-133954

Buyer ID - Id de l'acheteur

hp371

CCC No./N° CCC - FMS No/ N° VME

Delivery follow-up

Name: _____

Telephone No. _____

Facsimile No. _____

E-mail _____

2.5 After Sales Service

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs and a full range of repair parts for the vehicle/equipment offered:

- **Item 001**

Name: _____

Address _____

Telephone No. _____

Facsimile No. _____

E-mail _____

- **Item 002**

Name: _____

Address _____

Solicitation No. - N° de l'invitation

W8476-133954/A

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

W8476-133954

Amd. No. - N° de la modif.

File No. - N° du dossier

hp371W8476-133954

Buyer ID - Id de l'acheteur

hp371

CCC No./N° CCC - FMS No/ N° VME

Telephone No.

Facsimile No.

E-mail

• **Item 003**

Name:

Address

Telephone No.

Facsimile No.

E-mail

• **Item 004**

Name:

Address

Telephone No.

Facsimile No.

E-mail

PART 4

EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

1. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
2. An evaluation team composed of representatives of Canada will evaluate the bids.
3. The evaluation team will determine first if there are three (3) or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

2. Technical Evaluation

- 2.1 The purpose of the technical evaluation is to determine if the goods and/or services offered meet all mandatory technical requirements outlined in the documents enumerated hereafter and as required in **Section I - Technical Bid of Part 3 -BID PREPARATION INSTRUCTIONS**

2.2 Mandatory Technical Evaluation Criteria

Bids must be completed in full and provide all technical information requested in the bid solicitation, the Technical Information Questionnaire and the Purchase Description by the bid closing date and time to enable a full and complete evaluation.

- 2.3 Bidders must submit with their bid the completed Technical Information Questionnaire(s) (attached) for each configuration. Each configuration must be clearly defined in a questionnaire. Each configuration will be evaluated individually .

3. Financial Evaluation

- 3.1 The purpose of the financial evaluation is to determine the aggregate price, based on the information submitted in Annex "A" - Pricing.

3.2 Aggregate Price Calculation

Bids will be evaluated on an aggregate price basis per configuration for the firm quantity, the optional quantity and familiarization instructions/training.

- 3.3 Any **Extended Warranty Period** offered will not be included in the financial evaluation and further negotiations may be required.

4. Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical and financial evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated aggregate price per configuration will be recommended for award of a contract. More than one (1) contract may be awarded.

PART 5 CERTIFICATIONS

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications 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 or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

1. Code of Conduct Certifications - Certifications Required Precedent to Contract Award

Bidders should provide, with their bids or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has not been received by the time the evaluation of bids is completed, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Bidders must submit the list of directors before contract award, failure to provide such a list within the required time frame will render the bid non-responsive.

The Contracting Authority 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) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

2. Certifications Precedent to Contract Award

The certifications listed below should be submitted with the bid, but may be completed and submitted afterwards. If any of these required certifications is not completed or 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 - \$200,000 or more

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to contract award. If the Bidder, or, if the Bidder is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive 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.

2. If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.
3. 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;
- (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), in which case a duly signed certificate of commitment is attached;

- (d) () is subject to the FCP, and has a valid certificate number as follows:
 _____ (e.g. has not been declared an ineligible contractor by HRSDC.)

Further information on the FCP is available on the HRSDC Web site.

[Http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml](http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml)

3. SACC Manual Clauses

SACC Reference	Title	Date
A3050T	Canadian Content Definition	11/01/10

3.1 Canadian Content Certification

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the good(s) offered are Canadian goods, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the bid will result in the good(s) offered being treated as non-Canadian goods.

The Bidder certifies that:

() the good(s) offered are Canadian goods as defined in paragraph 1 of clause A3050T.

PART 6 RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with this requirement.

2. Requirement

The Contractor must deliver six (6) Shuttle Buses and related items, including familiarization instruction/training, in accordance with the Purchase Description, dated 31 July 2012 and at Annex A - Pricing.

An option is included to purchase up to ten (10) shuttle buses and related items to be exercised within twelve (12) months from the effective date of the contract.

2.1 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described herein under the same conditions and at the prices and or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The option may be exercised at the discretion of Canada in whole or in part or in more than one occasion, up to the maximum quantity identified herein.

The Contracting Authority may exercise the option within twelve (12) months after contract award by sending a written notice to the Contractor.

The Contractor must advise the Technical Authority and Contracting Authority of any design updates that could affect the procurement of additional vehicles/equipment.

2.2 Optional Extended Warranty Period

The Contractor grants to Canada the irrevocable option to extend the warranty period for an additional (*to be inserted by PWGSC at time of contract award*) months, under the same terms and conditions and at the price stated in the Contract at Annex "A" - pricing. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option within ninety (90) calendar days after contract award and/or the exercising of an option by sending a written notice to the Contractor.

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 (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) 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.

3.1.1 **Section 09** entitled **Warranty** of general conditions **2010A** is amended by deleting subsection 2 in its entirety and replacing it with the following:

The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

If action to effect repairs under warranty cannot be initiated within **two (2)** working days and completed within a reasonable length of time or if the Contractor has no repair facilities in the immediate vicinity (**within 100 kilometres**) of the specified delivery destinations (consignees), the Department of National Defence reserves the right to make such repairs and be reimbursed by the Contractor at the rate of **\$103.91** per hour for labour and the cost for replaced parts."

All other provisions of the warranty section remain in effect.

4. Term of Contract

4.1 Delivery Date

Delivery of the vehicle/equipment must be made as follows:

Firm Quantity

- **Item 001 - Two (2)** shuttle buses and related items must be delivered within **to be inserted by PWGSC** weeks/calendar days from the effective date of the contract.
- **Item 002 - Two (2)** shuttle bus and related items must be delivered within **to be inserted by PWGSC** weeks/calendar days from the effective date of the contract.

- **Item 003- Two** (2) shuttle bus and related items must be delivered within **to be inserted by PWGSC** weeks/calendar days from the effective date of the contract.
- **Item 004 - Two** (2) shuttle bus and related items must be delivered within **to be inserted by PWGSC** weeks/calendar days from the effective date of the contract.

Optional Quantity

- **Item 005-** If the option is exercised, up to ten (10) shuttle buses and related items must be delivered within **to be inserted by PWGSC** weeks/calendar days after an option is exercised.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Christine Modérie
Supply Specialist
Public Works and Government Services Canada - Acquisitions Branch
LEFT Directorate, HP Division,
7A2, Place du Portage, Phase III
11 Laurier Street
Gatineau Quebec K1A 0S5
Telephone: 819 956-3970 / Facsimile: 819 953-2953
E-mail christine.moderie@pwgsc.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 Procurement Authority

The Procurement Authority for the Contract is:

To be inserted by PWGSC

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Technical Authority:

The Technical Authority for the Contract is:

To be inserted by PWGSC

The Technical Authority named above 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 Technical Authority, however the Technical 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.

5.4 Contractor's Representative

Name and telephone number of the person responsible for:

General enquiries

Name: To be inserted by PWGSC

Telephone No. _____

Facsimile No. _____

E-mail address: _____

Delivery follow-up

Name: To be inserted by PWGSC

Telephone No. _____

Facsimile No. _____

E-mail address: _____

5.5 After Sales Service

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs and a full range of repair parts for the vehicle/equipment offered:

- Item 001**

Name: to be inserted by PWGSC

Address: _____

Telephone Number: _____

Distance between the delivery location and the dealer and/or agent: to be inserted by PWGSC
km

- **Item 002**

Name: to be inserted by PWGSCAddress: _____

Telephone Number: _____

Distance between the delivery location and the dealer and/or agent: to be inserted by PWGSC
km

- **Item 003**

Name: to be inserted by PWGSCAddress: _____

Telephone Number: _____

Distance between the delivery location and the dealer and/or agent: to be inserted by PWGSC
km

- **Item 004**

Name: to be inserted by PWGSCAddress: _____

Telephone Number: _____

Distance between the delivery location and the dealer and/or agent: to be inserted by PWGSC
km

6. Payment

6.1 Basis of Payment

6.1.1 Firm Quantity

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm prices, in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000 including Canadian Custom Duties and Excise Taxes included where applicable, Goods and Services Tax/Harmonized Sales Tax extra.

6.1.2 Optional Quantity

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm prices, in Canadian dollars, FCA Free Carrier, at Contractor's Canadian facility or the Contractor's Canadian distribution point, Incoterms 2000 including Canadian Custom Duties and Excise Taxes included where applicable, Goods and Services Tax/Harmonized Sales Tax extra.

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 SACC Manual Clauses

SACC Reference	Title	Date
C6000C	Limitation of Price	16/05/11
H1000C	Single Payment	12/05/08
H1001C	Multiple Payments	12/05/08

6.3 Exchange Rate/Payment on Delivery

- 1 The price in Canadian currency includes the foreign currency component in respect of goods, services or both originating outside Canada, as detailed in form PWGSC-TPSGC 9411, Claim for Exchange Rate Adjustments.
- 2 The price must be adjusted to reflect the exchange rate in effect and applied by Canada Border Services Agency (CBSA) on the date of importation, but only in respect of the foreign currency component detailed in the above form.
- 3 No price adjustment directly resulting from the application of the provisions contained in this clause will be applied for increases or decreases in the exchange rate within a variation of: plus or minus 2 percent of the exchange rate(s) mentioned above; or plus or minus \$100 of the total cumulative amount claimed for exchange rate adjustment under the Contract.
- 4 On each invoice or claim for payment submitted under the Contract, the Contractor must indicate the exchange rate adjustment amount (either upward, downward or no change) as a separate item. In addition, the invoice must be accompanied by a copy of CBSA Form B3-3, Canada Customs Coding Form, for the imported goods, services or both.
- 5 Canada will have the right to audit any revision to costs and prices under this clause.

7. Invoicing

7.1 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 on the invoice is completed.

2. Invoices must be distributed as follows:

(a) The original must be forwarded to the Procurement Authority to the following address for certification and payment.

National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
Attention: DLP _____

(b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

(c) One (1) copy must be forwarded to the consignee.

7.2 Holdback

Canada will apply a ten (10) percent holdback on the total price of each vehicle/equipment on any due payment of the said vehicle/equipment.

For item 001, 002, 003, and 004 release of the holdback (10%) is conditional upon receipt and certified acceptance by DND of the said vehicle/equipment and related items such as familiarization instruction/training, the vehicle manuals, data summary, photographs, preventive maintenance replacement parts kit list, warranty letter(s), approved manuals and initial parts kits.

For item 005 release of the holdback (10%) is conditional upon receipt and certified acceptance by DND of the said vehicle/equipment and related items such as the vehicle manuals, data summary, photographs, preventive maintenance replacement parts kit list, warranty letter(s), approved manuals and initial parts kits.

Goods and Services Tax or Harmonized Sales Tax (GST/HST), as applicable, must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no GST/HST payable as it was claimed and paid under the previous invoice.

- (a) The original invoice for the holdback must be forwarded to the Procurement Authority identified under the section entitled "Authorities" of the Contract.
- (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
- (c) One (1) copy must be forwarded to the consignee.

8. Certifications

Compliance with the certifications 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 or 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 Ontario.

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 (2012-07-16) General Conditions - Goods (Medium Complexity);
- c. Annex "A" - Pricing;
- d. Annex "B" - Purchase Description - Shuttle Bus - Configuration "A"; Configuration "B" and Configuration "C";
- e. Appendix 1- Technical Information Questionnaire - Configuration "A"; Configuration "B" and Configuration "C", and
- f. the Contractor's bid dated _____

11. SACC Manual Clauses

A1009C	Work Site Access	2008-05-12
A9006C	Defence Contract	2012-07-16
A9049C	Vehicle Safety	2011-05-16
C2801C	Priority Rating - Canadian-based Contractors	2011-05-16
D3010C	Dangerous Goods/Hazardous Products	2012-07-16
D5510C	Quality Assurance Authority (DND) - Canadian-based Contractor	2012-07-16
D5540C	ISO 9001:2008 Quality Management Systems - Requirements (QAC Q)	2010-08-16

D5606C	Release Documents - Canadian-based Contractors	2012-07-16
D9002C	Incomplete Assemblies	2007-11-30
G1005C	Insurance	2008-05-12

12. Inspection and Acceptance

The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Purchase Description/Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

13. Preparation for Delivery

The vehicle / equipment must be serviced, adjusted and delivered in condition for immediate use. The interior and exterior must be cleaned before leaving the factory and being released to DND personnel at the final delivery location.

The fuel tanks must be at least half full prior to release of the vehicle(s) to DND personnel.

All vehicles delivered to the consignee are to be delivered between the hours of 8:00 am and 4:00 pm Monday through Friday, except Federal holidays. Any attempt by the carrier to deliver vehicles before or after these hours may be refused unless arrangements have been made for authorized, qualified personnel to be available to perform inspections and to accept the delivery. When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable to pay for additional costs.

14. Shipping Instructions - Delivery at Destination (Firm Quantity)

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid Borden, Ontario as specified below. Unless otherwise directed, delivery must be made by the most economical means. 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.
2. The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the person identified below. The consignee may refuse shipments when prior arrangements have not been made.

Item 001 - The contact person at destination is: **to be inserted by PWGSC** . The goods must be delivered to **to be inserted by PWGSC** .

Item 002 - The contact person at destination is: **to be inserted by PWGSC** . The goods must be delivered to **to be inserted by PWGSC** .

Item 003 - The contact person at destination is: **to be inserted by PWGSC** . The goods must be delivered to **to be inserted by PWGSC** .

Item 004 - The contact person at destination is: **to be inserted by PWGSC** . The goods must be delivered to **to be inserted by PWGSC** .

15. Shipping Instructions (Optional Quantity)

1. Delivery will be FCA Free Carrier at the Contractor's Canadian facilities or the Contractor's Canadian Distribution Point, Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.

2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

Inbound Logistics Central Area (ILCA)

Telephone: 1-866-371-5420 (toll free)

Facsimile: 1-866-419-1627 (toll free)

E-mail: ILCA@forces.gc.ca

3. The Contractor must provide the following information to the DND Inbound Logistics Coordination Center when arranging for shipment:

- (a) the Contract number;
- (b) consignee address (for multiple addresses, items must be packaged and labeled separately with each consignee address);
- (c) description of each item;
- (d) the number of pieces and type of packaging (i.e., carton, crate, drum, skid);
- (e) actual weight and dimensions of each piece type, including gross weight;
- (f) full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, the International Air Transport Association regulations or the applicable Canadian Dangerous Goods Shipping Regulations, and a copy of the materiel safety data sheet.

-
4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labeling, and the marking of each piece with a Transportation Control Number.
5. The Contractor must not ship the goods before receiving shipping instructions from the DND Inbound Logistics contact.
6. If the Contractor delivers the goods at a place and time which are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.
7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.

16. Release Documents - Distribution

The Contractor must prepare the release documents and distribute them as follows:

- (a) Copy 1: mail to consignee marked: "Attention: Receipts Officer";
- (b) Copies 2 and 3: with shipment (in a waterproof envelope) to the consignee;
- (c) Copy 4: to the Contracting Authority;
- (d) Copy 5: to:

National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2

Attention: DLP 10-3-2

- (e) Copy 6: to the Quality Assurance Representative;
- (f) Copy 7: to the Contractor;
- (g) Copy 8: all non-Canadian Contractors to:

DQA/Contract Administration
National Defence Headquarters

Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca.

17. Post-Contract Award Meeting/Pre-Production Meeting

Within ten (10) calendar days from the effective date of the Contract, the Contractor must contact the Contracting Authority to determine if a post-contract award meeting is required. A meeting will be convened at the discretion of the Technical Authority after contract award to review technical and contractual requirements. The Contractor shall be responsible for the preparation and distribution of the minutes of meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Contractor's facilities or at the Department of National Defence facility or via teleconference, at Canada's discretion at no additional cost to Canada, with representatives of the Contractor, the Department of National Defence and Public Works and Government Services Canada.

18. Progress Reports

The contractor must prepare and submit monthly progress reports in two (2) copies, one to the DND Procurement Authority and one copy of the report must also be forwarded to the PWGSC Contracting Officer.

Each progress report must address the following questions:

- (a) Is the delivery on schedule?
- (b) Is the Contract free of any areas of concern in which the assistance or guidance of Canada may be required?
- (c) Each negative response must be supported with an explanation.

19. Tools and Loose Equipment

For shipment verification, all items and tools, which are shipped loose with the vehicle/equipment must be listed on the Inspection Certificate (CF 1280) or on an attached packing note.

20. Spare Parts Availability

The contractor must ensure that spare parts required to properly maintain and repair the complete vehicle covered by this specification will be available for purchase by the Department of National Defence, or its authorized agents, for a period of **10 years**.

21. Material

Material supplied must be new unused and of current production by manufacturer. (2012 model-year or later).

22. Design Changes

The "Design Change, Design Deviation and Waiver Procedure" as defined in National Defence Standard D-02-006-008/SG-0001 must apply.

23. Interchangeability

Unless changes during the production run are authorized by Procurement Authority , all vehicles supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

24. Packaging

The methods used for preservation and packaging must be in conformity with the Contractor's normal standard for domestic shipment or, if necessary, with standards for overseas shipment as below deck cargo.

25. Service at Delivery

The Contractor must send a Service Representative to each delivery destination to perform the assembly/preparation on all vehicles delivered. Cost to provide this service must be included in the price of each vehicle

ANNEX “A” - PRICING

Item 001 Shuttle Buses (Firm Quantity)

NSN: TBD

The Contractor must deliver two (2) shuttle buses including the sample manuals, manuals, CD of all manuals, data summary, photographs, warranty letter(s), Material Safety Data Sheets, Line Setting Ticket and familiarization training in accordance with the attached Annex “B” - Purchase Description - Shuttle Bus Configuration “A”, dated 31 July 2012.

Configuration A

Firm unit price of \$_____ per vehicle/equipment Delivered Duty Paid at CFB Trenton, Trenton, Ontario, in accordance with Part 6, paragraph 6.1.1. Basis of Payment - **Firm Quantity**

Manufacturer: _____ **Model:** _____

The Shuttle Bus and related items must be delivered to:

CFB Trenton, Ontario
8 WG Trenton
Major Equipment Section
8 Wing Supply Trenton
46 Portage Drive, Bldg. 162
Trenton, Ontario K0K 3W0

The contact person at destination is: to be inserted by PWGSC . The goods must be delivered to to be inserted by PWGSC .

Item 002 Shuttle Bus (Firm Quantity)

NSN: N2310-21-920-4701

The Contractor must deliver one (1) shuttle bus including the sample manuals, manuals, CD of all manuals, data summary, photographs, warranty letter(s), Material Safety Data Sheets, Line Setting Ticket and familiarization training in accordance with the attached Annex “B” - Purchase Description - Shuttle Bus Configuration “B”, dated 31 July 2012.

Configuration B

Firm unit price of \$_____ per vehicle/equipment Delivered Duty Paid at CFB Kingston, Kingston, Ontario, in accordance with Part 6, paragraph 6.1.1. Basis of Payment - **Firm Quantity**

Manufacturer: _____ **Model:** _____

The Shuttle Bus and related items must be delivered to:

CFB Kingston
Major Equipment Section
5 Somme Avenue, Bldg. C36
Kingston, Ontario K7K 5L0

The contact person at destination is: **to be inserted by PWGSC** . The goods must be delivered to **to be inserted by PWGSC** .

Item 003 Shuttle Bus (Firm Quantity)

NSN: N2310-20-005-9934

The Contractor must deliver one (1) shuttle bus including the sample manuals, manuals, CD of all manuals, data summary, photographs, warranty letter(s), Material Safety Data Sheets, Line Setting Ticket and familiarization training in accordance with the attached Annex "B" - Purchase Description - Shuttle Bus Configuration "C", dated 31 July 2012.

Configuration C

Firm unit price of \$_____ per vehicle/equipment Delivered Duty Paid at CFB Gagetown, Oromocto, NB, in accordance with Part 6, paragraph 6.1.1. Basis of Payment - **Firm Quantity**

Manufacturer: _____ **Model:** _____

The Shuttle Bus and related items must be delivered to:

CFB Gagetown
Major Equipment Section
Bldg. B10
Oromocto, NB E2V 4J5

The contact person at destination is: **to be inserted by PWGSC** . The goods must be delivered to **to be inserted by PWGSC** .

Item 004 Shuttle Buses (Firm Quantity)**NSN: N2310-20-005-9934**

The Contractor must deliver two (2) shuttle buses including the sample manuals, manuals, CD of all manuals, data summary, photographs, warranty letter(s), Material Safety Data Sheets, Line Setting Ticket and familiarization training in accordance with the attached Annex "B" - Purchase Description - Shuttle Bus Configuration "C", dated 31 July 2012.

Configuration C

Firm unit price of \$_____ per vehicle/equipment Delivered Duty Paid at CFB Greenwood, Greenwood, NS , in accordance with Part 6, paragraph 6.1.1. Basis of Payment - **Firm Quantity**

Manufacturer: _____ **Model:** _____

The Shuttle Buses and related items must be delivered to:

CFB Greenwood
Major Equipment Section
14 Wing
Greenwood, NS B0P 1N0

The contact person at destination is: to be inserted by PWGSC . The goods must be delivered to to be inserted by PWGSC

Item 005 Shuttle Bus(es) (Optional Quantity)

If this option is exercised, the Contractor must deliver up to ten (10) shuttle buses and related items including manuals, CD of all manuals, data summary, photographs, warranty letter(s), Material Safety Data Sheets, Line Setting Ticket in accordance with the attached Annex "B" -Purchase Description - Shuttle Bus Configuration "A", Configuration "B" and Configuration "C", dated 31 July 2012.

Configuration A

- Quantity _____, firm lot price of \$_____ per vehicle/equipment, FCA Free Carrier at Contractor's Canadian facility or Contractor's Canadian distribution point in accordance with Part 6, paragraph 6.1.2. Basis of Payment - **Optional Quantity**

Manufacturer: _____ **Model:** _____

Configuration B

- Quantity _____, firm lot price of \$_____ per vehicle/equipment, FCA Free Carrier at Contractor's Canadian facility or Contractor's Canadian distribution point in accordance with Part 6, paragraph 6.1.2. Basis of Payment - **Optional Quantity**

Manufacturer: _____ **Model:** _____

Configuration C

- Quantity _____, firm lot price of \$_____ per vehicle/equipment, FCA Free Carrier at Contractor's Canadian facility or Contractor's Canadian distribution point in accordance with Part 6, paragraph 6.1.2. Basis of Payment - **Optional Quantity**

Manufacturer: _____ **Model:** _____

Item 006 - Familiarization Instruction/Training (Option)

If this option is exercised, the Contractor must provide up to ten (10) familiarization instruction/training, in accordance with the attached Purchase Description for Shuttle Bus, dated 31 July 2012.

Configuration A

-Quantity _____, firm unit price of \$_____, Goods and Services Tax or the Harmonized Sales Tax extra.

Configuration B

- Quantity _____, firm unit price of \$_____, Goods and Services Tax or the Harmonized Sales Tax extra.

Configuration C

- Quantity _____, firm unit price of \$_____, Goods and Services Tax or the Harmonized Sales Tax extra.

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive (<http://www.njc-cnm.gc.ca/directive/index.php?sid=90&hl=1&lang=eng>), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

Solicitation No. - N° de l'invitation

W8476-133954/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hp371W8476-133954

Buyer ID - Id de l'acheteur

hp371

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

W8476-133954

CCC No./N° CCC - FMS No/ N° VME

All travel must have the prior authorization of the Technical Authority Authority. All payments are subject to government audit.

All travel and living expenses incurred in the performance of the work outside Canada will be the Contractor's responsibility.

Item 007 Optional Extended Warranty Period

Optional warranty coverage available: YES _____ NO _____

If the warranty period is extended for an additional period of _____ **months/calendar days**, the Contractor will be paid a firm unit price of \$_____ **per vehicle/equipment**, Goods and Services Tax or the Harmonized Sales Tax extra.

(This item will not be included in the financial evaluation)

ANNEX B

PURCHASE DESCRIPTION

SHUTTLE BUS

1 Scope

1.1 Scope This purchase description describes the requirements for shuttle buses, diesel engine driven, 4X2, w/dual wheels.

1.1.1 Bus Requirement Summary Table

Shuttle Bus Configuration	Passenger Seating	Minimum # of Passengers	Rear Storage	Shelf Luggage Storage Area	Overhead Luggage Rack	Rear Door	Quantity-Destination
“A” Flight Line/Airport Bus	Perimeter Seating Paragraph 3.12.5.1	21	N/A	✓ Paragraph 3.12.7	N/A	✓ Paragraph 3.12.8(c)	2-Trenton
“B” Shuttle Bus	Forward Seating Paragraph 3.12.5.2	21	N/A	N/A	✓ Paragraph 3.12.5.2	✓ Paragraph 3.12.8(c)	1-Kingston
“C” Shuttle Bus/Rear Storage	Forward Seating Paragraph 3.12.5.2	21	✓ Paragraph 3.12.2	N/A	✓ Paragraph 3.12.5.2	N/A	2-Greenwood 1-Gagetown

1.2 Instructions - The following instructions and definitions apply to the interpretation of this purchase description:

- Requirements, which are identified by the word “***shall***”, are mandatory. Deviations will not be permitted;
- Requirements identified by “***shall***^(E)” are mandatory. The Technical Authority will consider substitutes/alternatives for acceptance as an Equivalent;
- Requirements identified with a “will” define actions to be performed by Canada and require no action/obligation on the Contractor’s part;
- Where “***shall***”, “***shall***^(E)”, or “will” are not used, the information provided is for guidance only;
- In this document “provided” ***shall*** mean “provided and installed”;

- (f) Where technical certification is required, a copy of the certification or an acceptable proof of compliance **shall** be provided upon request;
- (g) Where a standard or specification is required and an equivalent is offered, that equivalent standard **shall** be provided upon demand;
- (h) Where equipment certification to an SAE standard is required, the certification **shall** be provided upon request;
- (i) Metric measurements **shall** be used to define the requirement. Other measurements are for reference only and may not be exact conversions; and
- (j) Dimensions stated as nominal **shall** be treated as approximate dimensions. Nominal dimensions reflect a method by which materials or products are generally identified for sale commercially, but which differ from the actual dimensions.

1.3 Definitions - The following definitions apply to the interpretation of this Purchase Description:

- (a) “Technical Authority” - The government official responsible for technical content of this requirement;
- (b) “Equivalent” - A standard, means, or component type, which has been accepted by the Technical Authority as meeting the specified requirements for form, fit, function and performance;
- (c) “Proof of Compliance” - A document such as a brochure, a third party test report, a report generated by third party software, or a certificate of attestation signed by a senior representative of the Original Equipment Manufacturer (such as a certified engineer) indicating the performance and/or feature specified;
- (d) The term "Quality Assurance Representative" is defined as the government officer responsible for ensuring that the contractor quality system, material and services supplied meet the contract requirement;
- (e) “Guidance” is defined as a requirement that may be followed. The guidance is provided to indicate a preferred component Make and Model or dimension that would be best for the application. However, deviating from a guidance doesn’t result in non-conformance;
- (f) “Vehicle” is defined as a shuttle bus, with the configurations as described in the Bus Requirement Summary Table (Paragraph 1.1.1); and
- (g) “Curb Weight” is the empty weight (no payload included) of a full bus. Curb weight **shall** include all attached devices, equipment, and full fuel tanks, lubricants, and coolants.

2 APPLICABLE DOCUMENTS

2.1 Publication The following document forms part of this purchase description. Effective dates **shall** be those in effect on the date of manufacture. Source is as shown:

Transport Canada Consolidation of the Motor Vehicle Safety Act and Motor Vehicle Safety Regulations and all applicable revisions TP4360E

Canadian Government Publishing Centre
Supply and Services Canada
Ottawa, Canada, K1A 0S9

2.2 Other Publications Documents produced by the following Organizations that are applicable to the requirement in this Purchase Description form part of this purchase description. Effective dates ***shall*** be those in effect on the date of manufacture. Sources are as shown:

Society of Automotive Engineers Inc.,
400 Commonwealth Drive, Warrendale, PA, 15096

Standards Council of Canada, International
Standardization Branch, 350 Sparks St.,
Suite 1200, Ottawa, Ontario K1P 6N7

GSA - Specification Section
470 L'Enfant Plaza
Suite 8100
Washington, DC 20407
Telephone: (202) 755-0325

NFPA

National Fire Protection Association,
470 Atlantic Avenue,
Boston, Mass., 02210, USA

3 REQUIREMENTS

3.1 Standard design The vehicle design ***shall***:

- (a) Be manufacturer's latest model;
- (b) Have demonstrated industry acceptability by having been manufactured and sold commercially; or, have objective evidence of the vehicle/equipment's capability to satisfy performance requirements;
- (c) Have engineering certification available, upon demand, for this vehicle/equipment from the original manufacturers of major drive train components and major equipment systems and assemblies;
- (d) Conform to all applicable laws, regulations and industry standards governing manufacture, safety, noise levels and pollution in effect in Canada at time of manufacture;
- (e) Not have system and component capacities increased above published ratings (i.e. product or component brochures); and

- (f) Include all components, equipment and accessories normally supplied for the model offered, although they may not be specifically described in this Purchase Description.

3.2 Operating Conditions The vehicle, under all load conditions, shall operate as follows without degradation in performance, reliability and maintainability:

- (a) On paved roads, gravel roads, dirt roads with severe washboard and potholes and off-road terrain. The vehicle will also operate in areas with severe grades and switchback turns. Conditions include year round operation on snow, mud and ice;
- (b) In the temperature range of – 40°C to 37°C (-40°F to 98°F); and
- (c) With the Gross vehicle Weight Rating (GVWR) specified under all operating conditions.

3.3 Vehicle Safety Regulations The vehicle shall meet the applicable provisions of the Canada Motor Vehicle Safety Act and the Regulations made thereunder, in effect on the date of manufacture of the vehicle.

3.4 Human Engineering and Safety The following applies:

- (a) All systems and components shall be safe and easy to use by a 5-95th percentile male or female under all operating conditions;
- (b) Entry and exit points shall be equipped with handles and steps suitably positioned where required, to accommodate a 5-95th percentile male or female under all operating conditions; and
- (c) Safety features such as warning and instruction plates, non-slip surfaces and heat shields shall be provided where required.

3.5 Maintainability All maintenance and repair tasks, especially routine operator maintenance, shall be easy to perform with a minimum of special tools and skills.

3.6 Payload and Weight Rating

3.6.1 Payload The payload weight of the passengers shall be calculated using 136 kg (300 pound) per person, including provision for luggage, and 91 kg (200 pound) for the driver. The bus weight ratings shall include provision for luggage. The bus shall be capable of transporting at least:

- (a) Configuration A: Flight Line Shuttle Bus - 21 adult passengers;
- (b) Configuration B: Shuttle Bus - 21 adult passengers; and
- (c) Configuration C: Shuttle Bus - 21 adult passengers with rear storage.

3.6.2 Gross Vehicle Weight Rating (GVWR) A minimum of 11,793 kg (26,000 lbs) GVWR shall be provided.

3.7 Dimensions The interior head room at the longitudinal centerline shall^(E) be at least 1,905-mm

(75-inches) nominal.

3.8 Performance

3.8.1 Speed The bus with rated payload **shall** achieve a speed of at least 105-kph (65-mph) on good roads.

3.9 Chassis and Power Train Systems

3.9.1 Engine Systems The following **shall** be provided:

- (a) A turbocharged, electronically controlled diesel engine; and
- (b) The biggest engine horsepower available, including optional engine, for the chassis model offered (If the biggest engine HP is an available option for the truck model offered, this option **shall** be provided as the vehicle standard engine).

3.9.2 Engine Components- The engine **shall** include:

- (a) A replaceable dry-type air filter that includes a filter restriction gauge;
- (b) Engine coolant for temperatures down to -40°C (-40°F);
- (c) Road side exhaust system; and
- (d) A cooling system that includes a thermostatic fan.

3.9.3 Fuel System - The vehicle **shall** be equipped with:

- (a) A fuel tank with a capacity of at least 208 litres (55 US gals); and
- (b) **Fuel Heater** - A self-regulating in-line electric or coolant type fuel heater to warm the fuel before it enters the fuel filter(s) and to maintain the fuel temperatures above the waxing/gelling point during cold weather operation.

Note: The following fuel heaters are provided as guidance: Arctic Fox or Fuel Pro

3.9.4 Cold Weather Starting Aids- The vehicle **shall** be equipped with:

- (a) A 110-volt coolant block heater of the highest wattage capacity recommended by the engine manufacturer;
- (b) A fuel filter/water separator incorporating a thermostatically controlled heater; and
- (c) A 150-Watt, minimum, oil preheater.

3.9.5 Transmission The following applies:

- (a) The vehicle **shall** be equipped with at least a four-speed automatic transmission with overdrive.

The transmission **shall** be equipped with an additional external oil cooler;

- (b) The transmission and engine **shall** be programmed to prohibit the fast idle from engaging when the transmission is in gear and the parking brake is applied; and
- (c) The transmission and engine **shall** be programmed to prohibit the transmission from engaging when the fast idle is engaged and the parking brake is applied.

3.9.6 Steering Power steering **shall** be provided. The power steering **shall^(E)** be a tilt steering wheel or column.

3.9.7 Brakes The braking system **shall** include:

- (a) Hydraulic, power assisted brakes, with hydraulic booster;
- (b) A four-wheel Anti Lock Brake system (ABS);
- (c) An air compressor;
- (d) A wet air reservoir capable of being recharged using a quick disconnect fitting for charging the air system mounted under the front bumper;
- (e) An automatic air dryer;
- (f) Heated automatic moisture expelling valve(s); and
- (g) Brake housing dust shields.

3.9.8 Tires & Wheels The vehicle **shall** be equipped with steel-belted, tubeless radial tires mounted on hub pilot disc wheels that are balanced to preclude wheel shimmy at all vehicle speeds. The tires and rims **shall** have sufficient load capacity for a vehicle loaded to rated capacity (GVWR). The vehicle **shall** be equipped with highway tread design on the front axle and Mud and Snow tires on the rear axles.

3.9.9 Suspension and Axles The following **shall** be provided:

- (a) Front and rear air suspension;
- (b) Automatic height control valve(s);
- (b) Shock absorbers on all axles; and
- (c) OEM limited slip differential.

3.9.10 Exhaust System The exhaust system **shall** be road side exhaust.

3.9.11 Frame The frame **shall** be reinforced at the towing points and suitable for the application.

3.10 Cab and Chassis Systems

3.10.1 Cab Features The vehicle shall be equipped with:

- (a) A rotating and pivoting interior sun visor on the left hand side;
- (b) A toe-board and a rubber mat on the cab floor;
- (c) Cab insulation, dark upholstery, coat hooks and rubber mats;
- (d) Tinted windshield and side windows in the driver area;
- (e) Winter windshield wipers/blades;
- (f) One heavy-duty, adjustable, electric windshield fan, equipped with blade guards located in a centre location on the bus bulkhead. The fan will be used to augment the windshield defrosting system; and
- (g) One interior light in the driver's area.

3.10.2 Driver's Seating The driver seat shall be:

- (a) A six-way, air suspended, power, driver's seat with lumbar support, high back, cloth inserts and pivoting arms rests; and
- (b) Equipped with retractable and adjustable shoulder and lap belt assemblies.

3.10.3 Mirrors The vehicle shall be equipped with:

- (a) Two heated, remote controlled mirrors, each consisting of one flat mirror and one convex mirror mounted on the left and right sides of the bus;

Note: The following mirror dimensions are provided as guidance:

Flat mirrors: 178 x 254-mm (7 x 10-inch)

Convex mirror: 102 x 254-mm (4 x 10-inch)

- (b) One interior, clear, padded mirror;

Note: The following mirror dimensions are provided as guidance: 154 x 406-mm (6 x 16-inch)

- (c) Mirrors with replaceable heads or glass; and
- (d) A cross view mirror.

3.10.4 Instruments The vehicle shall be equipped with :

- (a) A tachometer;
- (b) An odometer;

- (c) An hour meter;
- (d) A coolant temperature gauge;
- (e) An oil pressure gauge; and
- (f) A voltmeter or ammeter.

3.10.5 Warning Devices The vehicle shall be equipped with:

- (a) A warning light for low oil pressure;
- (b) A warning light for high coolant temperature;
- (c) A warning light and audible warning device to indicate unlatched door and/or emergency exits; and
- (d) An audible backup warning device.

3.10.6 Controls The vehicle shall be equipped with:

- (a) A fast idle control;
- (b) A switch panel. The switch panel shall^(E) be located to the right of the door control stand;
- (c) Cruise control;
- (d) An AM/FM radio with CD player;
- (e) In addition to the normal OEM radio speakers, an additional four speakers. The speakers shall^(E) be mounted on the ceiling in the passenger area. The vehicle shall be equipped with a volume and fader control for the speakers in the passenger area;
- (f) Intermittent windshield wipers; and
- (g) Electric windshield washers.

3.11 Electrical System

3.11.1 Electrical System Features The electrical system shall have the following features:

- (a) An alternator with at least 200-amp output capacity;
- (b) All wiring, including the bus body, protected by insulating grommets where passing through metal; and
- (c) All electrical circuits, including the bus body, protected with fuses, relays or circuit breakers.

3.11.2 Batteries Batteries shall be heavy-duty maintenance free batteries with slide-out tray. The battery(s) shall^(E) have a total capacity of at least 1,300-CCA.

3.11.3 Lighting The lighting system shall have the following features/components:

- (a) Exterior and interior Light Emitting Diode (LED) lights, as commercially available;
- (b) Halogen headlights;
- (c) A stoplight shall be provided. The stoplight shall^(E) be mounted in the center and at least at eye level on the rear of the bus;
- (d) An engine compartment light;
- (e) Amber rear turn signal lights and mid ship left and right turning lights;
- (f) Fog lights;
- (g) Lights and reflectors shock mounted, recessed or otherwise protected from damage;
- (h) An appropriate number of flush mounted, centre aisle, ceiling lamps with independent switches convenient to the driver. The ceiling lamps shall minimize glare to the driver;
- (i) A protected stepwell light mounted in the right hand front part of the stepwell. The light shall^(E) be energized when any door is opened or the interior lights are energized;
- (j) A back up light and alarm; and
- (k) A 360 degrees visibility amber strobe light installed on cab roof.

3.12 Body/Special Equipment

3.12.1 Body Construction

- (a) The exterior side panels shall^(E) be 18-gauge aluminum sheeting, with two rub rails mounted appropriately between the bottom of the window frames and bottom of the bus. The panels shall^(E) extend to the top of wheel axle level for the full length of the vehicle. The bus ceiling and interior walls shall^(E) be finished with 22-gauge aluminum sheeting. Fibreglass Reinforced Plastic (FRP) exterior side panels will be acceptable;
- (b) The subframe, subfloor and cross members shall^(E) be constructed of at least 18-gauge welded satin coat, and the roof bows and upper structure shall^(E) be constructed of at least 18-gauge welded satin coat steel top hat design sections; and
- (c) The roof bows and upper structure shall^(E) be constructed of a single piece with inner core uniformly bonded to all interior and exterior substrate's and finish panels over the entire panel surface.

3.12.2 Rear Luggage Compartment – Only applicable to Configuration C, as indicated in the Bus Requirement Summary Table - A separate luggage compartment located at the rear of the bus **shall** be provided. The rear storage compartment **shall^(E)** incorporate the following features:

- (a) Fully enclosed and separated from the passenger compartment by a full width, full height wall;
- (b) Measures approximately 185-cm (73-inches) high by 233-cm (92-inches) wide by 114 to 139-cm (45 to 55-inches) deep. A bigger size rear storage compartment will be acceptable;
- (c) Equipped with shelves with net covering;
- (d) Equipped with exterior rear entry only;
- (e) The door **shall^(E)** measure approximately 812-mm (32-inches) wide by 1,524-mm (60-inches) wide, and be equipped with a lockable door handle that can be operated from the outside and inside of the compartment, but cannot be jammed or rendered inoperative by the inside handle coming in contact with luggage. A bigger size rear door will be acceptable. ;
- (f) If applicable, all windows covered with a protective screen or bars to prevent damage caused by luggage; and
- (g) A fold down rear step for ease of access to the rear storage compartment. Surface of step **shall** be a non-slip material.

3.12.3 Insulation

- (a) The highest optional insulation package **shall** be supplied as standard for this requirement. The contractor **shall** provide the details of the highest insulation option;
- (b) The vehicle **shall^(E)** have:
 - (i) All available firewall insulation;
 - (ii) Sides, roof, front and rear crowns having a minimum R-value of 5 and sound absorption;
- (c) When using installation that is not spray urethane the insulation material **shall**:
 - (i) Not be exposed to moisture including but not limited to wash downs;
 - (ii) Not be exposed to the exterior including under bus body; and
 - (iii) Fill all cavity area and voids in outer and inner walls; outer and inner roof; and roof bow hat section.

3.12.4 Heating and Ventilation The following **shall** be provided:

- (a) A ducted air system for passenger area;

- (b) Auxiliary rear heater provisions;
- (c) **Air Conditioning System** A roof mounted air-conditioning system **shall** be provided. The system **shall**^(E) have the following features:
 - i An environmentally friendly fluid such as R134A should be provided; and
 - ii A minimum capacity of 50,000-BTU/hour in the passenger area, and an OEM provided air conditioning system for the driver's area.
- (d) **Fuel Fired Coolant Heater** The vehicle **shall** be equipped with a fuel fired coolant heater. The fuel fired coolant heater:
 - i **Shall**^(E) have a capacity of 45,000-Btu. The heater will be used to heat the passenger compartment as well as act as a coolant heater for the engine;
 - ii **Shall** be drawn from the vehicle fuel tank;
 - iii **Shall** have temperature controls and a 7-day timer;
 - iv **Shall** have the exhaust directed away from critical areas such as wiring; and
 - v **shall**^(E) have controls mounted in the switch panel that is located to the right of the door control stand.

3.12.5 Passenger Seating

3.12.5.1 Configuration A - Only applicable to Configuration A, as indicated in the Bus Requirement Summary Table. The following **shall** be provided:

- (a) Perimeter seating with cloth covered seats to accommodate at least 21 passengers. The seats **shall**^(E) be Freedman, Mid High, Level 5 seat fabric;
- (b) Retractable seat belts for each passenger;
- (c) Vertical standee posts suitably positioned around the seating arrangement; and
- (d) A line drawing detailing the interior of the bus configuration.

3.12.5.2 Configurations B & C - Only applicable to Configurations B & C, as indicated in Bus Requirement Summary Table. The following **shall** be provided:

- (a) Forward facing, reclining, cloth covered seats with pivoting armrests and footrests to accommodate 21 adult passengers. The seats **shall**^(E) be Freedman, High, Level 5 seat fabric;

- (b) Seats approximately 914 mm (36 inches) wide, 1,066-mm (42-inches) high as measured from the floor to the top of the headrest in the lowered position, and spaced approximately 812 mm (32 inches) apart as measured from the rear of one backrest to the rear of the next;
- (c) Lap seat belts for each passenger;
- (d) Overhead luggage racks equipped with individual passenger reading lamps and sturdy enough to serve as standee rails; and
- (e) A line drawing detailing the interior of each bus configuration.

3.12.6 Interior Features The bus interior:

- (a) Shall be equipped with an entrance hand rail;
- (b) Shall^(E) have Altro floor covering for the center aisle and steps; and
- (c) Shall^(E) have a stainless steel stepwell.

3.12.7 Shelf Luggage Storage Area - Only applicable to Configuration A, as indicated in Bus Requirement Summary Table - The vehicle shall be equipped with shelf luggage storage area. The luggage storage area shall be located at the rear of the driver's seat.

Note: The following dimensions for shelf luggage storage area is provided as guidance - 1,905 mm long x 762 mm deep (75 inches long x 30 inches deep). The shelf located at 762 mm (30 inches) above the floor.

3.12.8 Doors, Windows and Emergency Exits

- (a) The **Right Front Passenger Door** shall have the following features:
 - i. Be double-leaf, outward opening equipped with two thermal pane, AS-2 tempered safety glass door windows. The door shall^(E) measure approximately 2,032-mm (80-inches) high by 1,016-mm (40-inches) wide;
 - ii. Be manually operated. The door control shall^(E) be located to the right of the driver and installed so as not to interfere with the removal of the engine access cover;
- (b) **Side Driver Access Door** A left hand side driver access door shall be provided;
- (c) **Rear Door – Only Applicable to Configurations A & B** - A rear door with a window shall be provided. The rear door shall^(E) measure approximately 91-cm (36-inches) wide by 165-cm (65-inches) high. The door shall be equipped with a lockable door handle operated from the outside and inside of the bus. A warning system to indicate when the rear door is ajar shall be provided. A fold down rear step for ease of access to the rear of the bus shall be provided. The surface of step shall be a non-slip material.
- (d) The **Side Windows** shall have the following features:

- i The windows **shall** be thermal pane, with upper "T" slide windows. All passenger side windows **shall** be AS-2, slightly tinted, tempered safety glass; and
 - ii At least two clearly labelled windows, one on each side of the bus, **shall** be emergency push out units for use as emergency exits; and
- (e) A roof mounted **Emergency Escape Hatch** **shall** be provided. The Emergency Escape Hatch **shall^(E)** be measuring approximately 584-mm (23-inches) by 584-mm (23-inches).

3.13 Miscellaneous Equipment

3.13.1 Equipment Location All systems and components **shall** be properly located and protected from road hazards such as water, mud and gravel.

3.13.2 Recovery/Tow Points Two front and two rear tow hooks or loops of sufficient strength to permit the recovery of the fully loaded vehicle **shall** be provided.

3.13.3 Safety Package A Canadian standard safety package including fire extinguisher, first aid kit and triangles **shall** be provided.

3.13.4 License Plate Holders Front and rear holders **shall** be provided.

3.13.5 Mud Flaps Mud flaps **shall** be provided behind the front and rear wheels.

3.14 Commercial Paint and Corrosion Protection

3.14.1 Paint Finish The vehicle **shall** be painted in accordance with the paint manufacturer's recommendations and the manufacturer's best production procedures, rendering a durable finish and a smooth appearance free from runs, sag and orange peel.

3.14.2 Paint Colour The following **shall** be provided:

- (a) White paint, applied on exposed exterior surfaces normally painted for the commercial trade;
- (b) Canadian Forces decals as detailed in Figure – 1. The figure is a representation of the decals and not necessarily the bus configuration; and
- (c) Chassis items painted black. Chromed, polished and mill finished surfaces don't need to be painted.

3.14.3 Corrosion Protection – The following **shall** be applied to the vehicle:

- (a) **Rust Proofing** – An aftermarket rust proofing **shall** be provided in addition to standard factory rust proofing. The treatment will normally be applied within the first year of service. The treatment date will be directed by the Technical Authority to optimize seasonal rust prevention benefits. If not demanded prior to delivery, a pre-paid certificate authorizing treatment at an aftermarket outlet **shall** be provided with the vehicle.

- (b) **Rust Preventative** - All metal surfaces treated with a rust preventative oily film product having the following properties;
 - (i) Moisture displacing;
 - (ii) Creeping (capillary action);
 - (iii) Low solvent content;
 - (iv) Compatibility with rubbers, plastics and all other materials used in automotive construction;
 - (v) Non toxic;
 - (vi) Minimal dripping;
- (c) **Salt Spray Endurance Test** - Written proof of a twelve hour ASTM B117 salt spray endurance test certification by an independent test laboratory. Krown Rust Kontrol and Rust Check products have been previously certified, proof not required.
- (d) **Application Areas** - The application includes, but is not limited to the underside of fenders and hood, enclosed and boxed-in sections, seams, mouldings, crevices, weld points, underbody and exposed exterior brackets;
- (e) **Warranty Documentation** - A decal and warranty papers accompanying each vehicle; and
- (f) **Availability** – The corrosion protection system **shall** be widely available across Canada or available through mobile services.

Note: the following corrosion protection systems are provided as guidance: Krown Rust Kontrol or Rust Check products.

3.15 Miscellaneous

3.15.1 Identification Plate The following information **shall** be provided as a minimum, permanently marked and in a conspicuous and protected location:

- (a) Manufacturer, model, model year and serial number; and
- (b) GAWR and GVWR.

3.15.2 Warning and Instruction Plates The following **shall** be provided:

- (a) All plates provided within easy view of the user;
- (b) Instructions for engine starting, transmission operation, variant operations and any other special procedures to be followed; and
- (c) International symbols and/or bilingual markings.

3.15.3 Lubricants and Fluids The following applies:

- (a) Axles, transmission and differentials shall be furnished with synthetic lubricant. The synthetic lubricant shall be approved by the components manufacturer and furnished by the OEM; and
- (b) The vehicle shall operate satisfactorily on Canadian Forces Supply Line lubricants including synthetic lubricants. This includes 15W40 and SAE 75W90. Vehicle hydraulic systems shall operate using DEXRON III.

3.15.4 Bid Package Additional Information The following shall be provided:

- (a) Up-to-date brochures and other applicable information.
- (b) Details on the warranty, including all separate component warranties; and
- (c) A listing of all applicable operator, maintenance and parts manuals.

3.16 Deliverable Information The following Deliverable Information shall be provide:

- (a) **Equipment Manuals** -The following manuals shall be provided:
 - i. **Chassis Operator's Manual** - Operator's Manual shall be furnished in a bilingual format. A hard copy of chassis Operator's Manual shall be provided with each vehicle.
 - ii. **Chassis Maintenance (Shop Repair) Manual** - The Maintenance (Shop Repair) Manual shall be in English.
 - iii. **Parts Manuals** – The Parts Manuals shall be in English.
 - iv. **Sample Manuals** – The Contractor shall deliver a set of sample manuals, including all documents in items i through ii above. The sample manuals shall be delivered to the Technical Authority. Sample manuals will not be returned. In the event that manuals are dependent on first vehicle completion, sample manuals shall be submitted within 30 days after the pre-production vehicle approval or first production vehicle inspection. The Crown will provide approval or comments on the manuals within 30 days;

NOTE: Manuals on CD/DVD-ROM or on-line will be acceptable. A hard copy of chassis Operator's manual shall be provided with each vehicle.

- (b) **Data Summary** – The Contractor shall provide a Data Summary to the Technical Authority for each vehicle make and model furnished. The Contractor shall complete Data Summary by filling in the required data and an electronic picture into a Data Summary template provided by the Technical Authority. The Data Summary shall be in bilingual format;
- (c) **Photographs** – The contractor shall provide the Technical Authority with two digital pictures for each complete vehicle, one of the left front three-quarter view, and one of the right rear three-quarter view. All pictures shall be taken with a clear uncluttered background;

- (d) **Warranty Letter** – The contractor **shall** provide a copy of the completed Warranty Letter with each vehicle shipped in the format approved by the Technical Authority. The Contractor **shall** send a copy of the completed Warranty Notification Letter to the Technical Authority for each vehicle shipped, at shipment. A copy of the Warranty Letter **shall** be forwarded to the Technical Authority in electronic format. The Warranty Letter **shall** be in bilingual format;
- (e) **Line Setting Ticket** – The Contractor **shall** provide a Line Setting Ticket, or equivalent, describing the components provided on the cab and chassis. One copy of the Line Setting Ticket **shall** accompany each completed vehicle to the final delivery point. One copy of the Line Setting Ticket **shall** be forwarded to the Technical Authority; and
- (f) **Familiarization** – A Contractor representative **shall** provide a minimum of three hours of Operator familiarization training to a maximum of eight persons and a minimum of three hours of Maintainer familiarization training to a maximum of eight persons. A proof of familiarization instruction completion **shall** be provided through a Familiarization Instruction Completion Form. The Form **shall** be completed and signed by an authorized representative. The form **shall** accompany the payment invoice. Familiarization **shall** be available in both French and English. The Technical Authority will provide Familiarization Instruction Completion Form template.

4. **QUALITY ASSURANCE PROVISIONS**

- 4.1 **Quality System Requirements**- The Contractor's Quality System **shall** be in compliance with Quality Assurance Clause found in the Contract. The contractor **shall** be responsible for the Quality System. The Quality Assurance Representative (QAR) will assure that the contractor is providing a Quality System.
- 4.2 **Performance and Verification Testing**- The first vehicle of each configuration to be delivered **shall** be examined and performance tested by the contractor, to ensure item by item conformance to specified requirements. The QAR and/or the Technical Authority may witness this testing and operate the unit sufficiently to assess the handling characteristics.



Figure- 1

APPENDIX – 1

TECHNICAL INFORMATION APPENDIX

DETACH, COMPLETE, AND RETURN

CONFIGURATION “A”

1. SCOPE

1.1 SCOPE This Appendix covers technical information to be supplied by each bidder. This information is required by the Technical Authority for technical assessment of equipment offered.

NOTE: IT IS THE BIDDERS RESPONSIBILITY TO CLARIFY OUTSTANDING TECHNICAL ISSUES, BY WRITTEN REQUEST, TO THE CONTRACTING OFFICER PRIOR TO BID SUBMISSION.

PURCHASE DESCRIPTION PARAGRAPHS

3.1 Standard Design - As specified? Yes _____ No _____

(a) Make and Model _____
Model Year _____

3.2 Operating Conditions - As specified? Yes _____ No _____

3.3 Vehicle Safety Regulations - As specified? Yes _____ No _____

3.4 Human Engineering Safety - As specified? Yes _____ No _____

3.5 Maintainability - As specified? Yes _____ No _____

3.6 Payload and Weight Rating - As specified? Yes _____ No _____

	<u>Front</u>	<u>Rear</u>	<u>Total</u>
Total Curb Weight	_____	_____	_____
Maximum Payload	_____	_____	_____
Total Gross Weight	_____	_____	_____

(a) Gross Vehicle Weight Rating (GVWR) _____

(b) Gross Axle Weight Rating (GAWR) – Front_____

(c) Gross Axle Weight Rating (GAWR) – Rear_____

3.7 Dimensions - As specified? Yes_____No_____

(a) Wheelbase (WB)_____

(b) Exterior Body Length_____

(c) Exterior Body Width_____

(d) Interior Headroom_____

Overall Height Exterior_____

3.8 Performance - As specified? Yes_____No_____

3.8.1 Speed_____

3.9 Chassis and Power Train

3.9.1 Engine Systems - As specified? Yes_____No_____

(a) Engine Make, Model and Rating_____

3.9.2 Engine Components - As specified? Yes_____No_____

3.9.3 Fuel System - As specified? Yes_____No_____

(a) Fuel Tank Capacity_____

3.9.4 Cold Weather Starting Aids - As specified? Yes_____No_____

(a) Fuel Filter/Water Separator Make and Model_____

(b) Air Filter Make and Model_____

3.9.5 Transmission - As specified? Yes_____No_____

(a) Transmission Make, Model and Type_____

Torque Converter Make and Model_____

3.9.6 Steering - As specified? Yes_____No_____

Power Steering Make and Model_____

3.9.7 Brakes - As specified? Yes _____ No _____

(a) Front Brakes Make, Model and Size _____

Rear Brakes Make, Model and Size _____

3.9.8 Tires and Wheels - As specified? Yes _____ No _____

(a) Front Tires Make, Model and Size _____

(b) Rear Tires Make, Model and Size _____

(c) Front Wheels Make, Model and Size _____

(d) Rear Wheels Make, Model and Size _____

3.9.9 Suspension and Axles - As specified? Yes _____ No _____

(a) Front Suspension Make, Model and Capacity _____

Rear Suspension Make, Model and Capacity _____

Front Axle Make, Model and Capacity _____

Rear Axle Make, Model and Capacity _____

3.9.10 Exhaust System - As specified? Yes _____ No _____

3.9.11 Frame - As specified? Yes _____ No _____

Frame Description _____

3.10 Cab and Chassis Systems

3.10.1 Cab Features - As specified? Yes _____ No _____

3.10.2 Driver's Seating - As specified? Yes _____ No _____

Driver's Seat Make and Model _____

3.10.3 Mirrors - As specified? Yes _____ No _____

(a) Exterior Mirrors Make, Model and Size _____

(b) Interior Mirrors Make, Model and Size _____

3.10.4 Instruments - As specified? Yes_____No_____

3.10.5 Warning Devices - As specified? Yes_____No_____

3.10.6 Controls - As specified? Yes_____No_____

3.11 Electrical System

3.11.1 Electrical System Features - As specified? Yes_____No_____

(a) Alternator Make, Model and Output_____

3.11.2 Batteries - As specified? Yes_____No_____

Batteries Make, Model and Capacity_____

3.11.3 Lighting - As specified? Yes_____No_____

3.12 Body/Special Equipment

3.12.1 Body Construction - As specified? Yes_____No_____

3.12.2 Rear Luggage Compartment – Not/Applicable (N/A)

3.12.3 Insulation - As specified? Yes_____No_____

3.12.4 Heating & Ventilation - As specified? Yes_____No_____

(c) **Air Conditioning System** - As specified? Yes_____No_____

Air Conditioner Make, Model and Capacity_____

(d) **Fuel fired Coolant Heater** - As specified? Yes_____No_____

Heater Make, Model and Capacity_____

Heater Timer Make, Model and Capacity_____

3.12.5 Passenger Seating - As specified? Yes_____No_____

3.12.5.1 Configuration A

(a) Seats Make, Model and Description_____

3.12.5.2 Configuration B & C N/A

3.12.6 **Interior Features** - As specified? Yes_____No_____

3.12.7 **Shelf Luggage Storage Area** - As specified? Yes_____No_____

3.12.8 **Doors, Windows and Emergency Exits** - As specified? Yes_____No_____

(a) **Right Front Door** Description_____

(c) **Rear Door** - As specified? Yes_____No_____

(d) **Side Windows** - As specified? Yes_____No_____

Windows Make, Model and Description_____

(e) **Emergency Escape Hatch** - As specified? Yes_____No_____

Escape Hatch Make, Model and Description_____

3.13 **Miscellaneous Equipment**

3.13.1 **Equipment Location** - As specified? Yes_____No_____

3.13.2 **Recovery Tow Points** -As specified? Yes_____No_____

3.13.3 **Safety Package** -As specified? Yes_____No_____

3.13.4 **License Plate Holder** -As specified? Yes_____No_____

3.13.5 **Mud Flaps** - As specified? Yes_____No_____

3.14 **Paint and Corrosion Protection**

3.14.1 **Paint Finish** - As specified? Yes_____No_____

3.14.2 **Paint Colour** - As specified? Yes_____No_____

(c) **Decals** – Will be provided as specified? Yes_____No_____

3.14.3 **Corrosion Protection System** - As specified? Yes_____No_____

3.15 **Miscellaneous 3.15.1 to 3.15.4** - As specified? Yes_____No_____

3.16 **Deliverable Information**

(a) **Equipment Manuals** - Will be provided as requested? Yes_____No_____

- (b) **Data Summary** - Will be provided as requested? Yes_____No_____
- (c) **Photographs** – Will be provided as requested? Yes_____No_____
- (d) **Warranty Letter** – Will be provided as requested? Yes_____No_____
- (e) **Line Setting Ticket** - Provided as requested? Yes_____No_____
- (f) **Familiarization** – Will be provided as requested? Yes_____No_____

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CONFIGURATION “B”

1. SCOPE

1.1 SCOPE This Appendix covers technical information to be supplied by each bidder. This information is required by the Technical Authority for technical assessment of equipment offered.

NOTE: IT IS THE BIDDERS RESPONSIBILITY TO CLARIFY OUTSTANDING TECHNICAL ISSUES, BY WRITTEN REQUEST, TO THE CONTRACTING OFFICER PRIOR TO BID SUBMISSION.

PURCHASE DESCRIPTION PARAGRAPHS

3.1 Standard Design - As specified? Yes _____ No _____

(a) Make and Model _____

Model Year _____

3.2 Operating Conditions - As specified? Yes _____ No _____

3.3 Vehicle Safety Regulations - As specified? Yes _____ No _____

3.4 Human Engineering Safety - As specified? Yes _____ No _____

3.5 Maintainability - As specified? Yes _____ No _____

3.6 Payload and Weight Rating - As specified? Yes _____ No _____

	<u>Front</u>	<u>Rear</u>	<u>Total</u>
Total Curb Weight	_____	_____	_____
Maximum Payload	_____	_____	_____
Total Gross Weight	_____	_____	_____

(a) Gross Vehicle Weight Rating (GVWR) _____

(b) Gross Axle Weight Rating (GAWR) – Front _____

(c) Gross Axle Weight Rating (GAWR) – Rear _____

3.7 Dimensions - As specified? Yes _____ No _____

(a) Wheelbase (WB) _____

(b) Exterior Body Length_____

(c) Exterior Body Width_____

(d) Interior Headroom_____

Overall Height Exterior_____

3.8 Performance - As specified? Yes_____No_____

3.8.1 Speed_____

3.9 Chassis and Power Train

3.9.1 Engine Systems - As specified? Yes_____No_____

(a) Engine Make, Model and Rating_____

3.9.2 Engine Components - As specified? Yes_____No_____

3.9.3 Fuel System - As specified? Yes_____No_____

(a) Fuel Tank Capacity_____

3.9.4 Cold Weather Starting Aids - As specified? Yes_____No_____

(a) Fuel Filter/Water Separator Make and Model_____

(b) Air Filter Make and Model_____

3.9.5 Transmission - As specified? Yes_____No_____

(a) Transmission Make, Model and Type_____

Torque Converter Make and Model_____

3.9.6 Steering - As specified? Yes_____No_____

Power Steering Make and Model_____

3.9.7 Brakes - As specified? Yes_____No_____

(a) Front Brakes Make, Model and Size_____

Rear Brakes Make, Model and Size_____

3.9.8 Tires and Wheels - As specified? Yes_____No_____

- (a) Front Tires Make, Model and Size_____
- (b) Rear Tires Make, Model and Size_____
- (c) Front Wheels Make, Model and Size_____
- (d) Rear Wheels Make, Model and Size_____

3.9.9 Suspension and Axles - As specified? Yes_____No_____

- (a) Front Suspension Make, Model and Capacity_____
- Rear Suspension Make, Model and Capacity_____
- Front Axle Make, Model and Capacity_____
- Rear Axle Make, Model and Capacity_____

3.9.10 Exhaust System - As specified? Yes_____No_____

3.9.11 Frame - As specified? Yes_____No_____

Frame Description_____

3.10 Cab and Chassis Systems

3.10.1 Cab Features - As specified? Yes_____No_____

3.10.2 Driver's Seating - As specified? Yes_____No_____

Driver's Seat Make and Model_____

3.10.3 Mirrors - As specified? Yes_____No_____

(a) Exterior Mirrors Make, Model and Size_____

(b) Interior Mirrors Make, Model and Size_____

3.10.4 Instruments - As specified? Yes_____No_____

3.10.5 Warning Devices - As specified? Yes_____No_____

3.10.6 Controls - As specified? Yes_____No_____

3.11 Electrical System

3.11.1 Electrical System Features - As specified? Yes_____No_____

(a) Alternator Make, Model and Output_____

3.11.2 Batteries - As specified? Yes_____No_____

Batteries Make, Model and Capacity_____

3.11.3 Lighting - As specified? Yes_____No_____

3.12 Body/Special Equipment

3.12.1 Body Construction - As specified? Yes_____No_____

3.12.2 Rear Luggage Compartment – N/A

3.12.3 Insulation - As specified? Yes_____No_____

3.12.4 Heating & Ventilation - As specified? Yes_____No_____

(c) **Air Conditioning System** - As specified? Yes_____No_____

Air Conditioner Make, Model and Capacity_____

(d) **Fuel fired Coolant Heater** - As specified? Yes_____No_____

Heater Make, Model and Capacity_____

Heater Timer Make, Model and Capacity_____

3.12.5 Passenger Seating - As specified? Yes_____No_____

3.12.5.1 Configuration A - N/A

3.12.5.2 Configuration B and C

(a) Seats Make, Model and Description_____

3.12.6 Interior Features - As specified? Yes_____No_____

3.12.7 Shelf Luggage Storage Area N/A

3.12.8 Doors, Windows and Emergency Exits - As specified? Yes_____No_____

(a) **Right Front Door** Description_____

(c) **Rear Door** - As specified? Yes_____No_____

(d) **Side Windows** - As specified? Yes_____No_____

Windows Make, Model and Description_____

(e) **Emergency Escape Hatch** - As specified? Yes_____No_____

Escape Hatch Make, Model and Description_____

3.13 Miscellaneous Equipment

3.13.1 Equipment Location - As specified? Yes_____No_____

3.13.2 Recovery Tow Points -As specified? Yes_____No_____

3.13.3 Safety Package -As specified? Yes_____No_____

3.13.4 License Plate Holder -As specified? Yes_____No_____

3.13.5 Mud Flaps - As specified? Yes_____No_____

3.14 Paint and Corrosion Protection

3.14.1 Paint Finish - As specified? Yes_____No_____

3.14.2 Paint Colour - As specified? Yes_____No_____

(c) **Decals** – Will be provided as specified? Yes_____No_____

3.14.3 Corrosion Protection System - As specified? Yes_____No_____

3.15 Miscellaneous 3.15.1 to 3.15.4 - As specified? Yes_____No_____

3.16 Deliverable Information

(a) **Equipment Manuals**- Will be provided as requested? Yes_____No_____

(b) **Data Summary** - Will be provided as requested? Yes_____No_____

(c) **Photographs** – Will be provided as requested? Yes_____No_____

(d) **Warranty Letter** – Will be provided as requested? Yes_____No_____

(e) **Line Setting Ticket** - Provided as requested? Yes_____No_____

(f) **Familiarization** – Will be provided as requested?

Yes _____ No _____

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CONFIGURATION “C”

1. SCOPE

1.1 SCOPE This Appendix covers technical information to be supplied by each bidder. This information is required by the Technical Authority for technical assessment of equipment offered.

NOTE: IT IS THE BIDDERS RESPONSIBILITY TO CLARIFY OUTSTANDING TECHNICAL ISSUES, BY WRITTEN REQUEST, TO THE CONTRACTING OFFICER PRIOR TO BID SUBMISSION.

PURCHASE DESCRIPTION PARAGRAPHS

3.1 Standard Design - As specified? Yes_____No_____

(a) Make and Model_____

Model Year_____

3.2 Operating Conditions - As specified? Yes_____No_____

3.3 Vehicle Safety Regulations - As specified? Yes_____No_____

3.4 Human Engineering Safety - As specified? Yes_____No_____

3.5 Maintainability - As specified? Yes_____No_____

3.6 Payload and Weight Rating - As specified? Yes_____No_____

	<u>Front</u>	<u>Rear</u>	<u>Total</u>
Total Curb Weight	_____	_____	_____
Maximum Payload	_____	_____	_____
Total Gross Weight	_____	_____	_____

(a) Gross Vehicle Weight Rating (GVWR)_____

(b) Gross Axle Weight Rating (GAWR) – Front_____

(c) Gross Axle Weight Rating (GAWR) – Rear_____

3.7 Dimensions - As specified? Yes_____No_____

(a) Wheelbase (WB)_____

(b) Exterior Body Length_____

(c) Exterior Body Width_____

(d) Interior Headroom_____

Overall Height Exterior_____

3.8 Performance - As specified? Yes_____No_____

3.8.1 Speed_____

3.9 Chassis and Power Train

3.9.1 Engine Systems - As specified? Yes_____No_____

(a) Engine Make, Model and Rating_____

3.9.2 Engine Components - As specified? Yes_____No_____

Block Heater Make, Model and Capacity_____

3.9.3 Fuel System - As specified? Yes_____No_____

(a) Fuel Tank Capacity_____

3.9.4 Cold Weather Starting Aids - As specified? Yes_____No_____

(a) Fuel Filter/Water Separator Make and Model_____

(b) Air Filter Make and Model_____

3.9.5 Transmission - As specified? Yes_____No_____

(a) Transmission Make, Model and Type_____

Torque Converter Make and Model_____

3.9.6 Steering - As specified? Yes_____No_____

Power Steering Make and Model_____

3.9.7 Brakes - As specified? Yes_____No_____

(a) Front Brakes Make, Model and Size_____

Rear Brakes Make, Model and Size_____

3.9.8 Tires and Wheels - As specified? Yes _____ No _____

(a) Front Tires Make, Model and Size _____

(b) Rear Tires Make, Model and Size _____

(c) Front Wheels Make, Model and Size _____

(d) Rear Wheels Make, Model and Size _____

3.9.9 Suspension and Axles - As specified? Yes _____ No _____

(a) Front Suspension Make, Model and Capacity _____

Rear Suspension Make, Model and Capacity _____

Front Axle Make, Model and Capacity _____

Rear Axle Make, Model and Capacity _____

3.9.10 Exhaust System - As specified? Yes _____ No _____

3.9.11 Frame - As specified? Yes _____ No _____

Frame Description _____

3.10 Cab and Chassis Systems

3.10.1 Cab Features - As specified? Yes _____ No _____

3.10.2 Driver's Seating - As specified? Yes _____ No _____

Driver's Seat Make and Model _____

3.10.3 Mirrors - As specified? Yes _____ No _____

(a) Exterior Mirrors Make, Model and Size _____

(b) Interior Mirrors Make, Model and Size _____

3.10.4 Instruments - As specified? Yes _____ No _____

3.10.5 Warning Devices - As specified? Yes _____ No _____

3.10.6 Controls - As specified? Yes _____ No _____

3.11 Electrical System

3.11.1 Electrical System Features - As specified? Yes_____No_____

(a) Alternator Make, Model and Output_____

3.11.2 Batteries - As specified? Yes_____No_____

Batteries Make, Model and Capacity_____

3.11.3 Lighting - As specified? Yes_____No_____

3.12 Body/Special Equipment

3.12.1 Body Construction - As specified? Yes_____No_____

3.12.2 Rear Luggage Compartment – As specified? Yes_____No_____

Compartment Size _____ m High _____ m Wide _____ m Deep

3.12.3 Insulation - As specified? Yes_____No_____

3.12.4 Heating & Ventilation - As specified? Yes_____No_____

(c) Air Conditioning System - As specified? Yes_____No_____

Air Conditioner Make, Model and Capacity_____

(d) Fuel fired Coolant Heater - As specified? Yes_____No_____

Heater Make, Model and Capacity_____

Heater Timer Make, Model and Capacity_____

3.12.5 Passenger Seating - As specified? Yes_____No_____

3.12.5.1 Configuration A - N/A

3.12.5.2 Configuration B & C

(a) Seats Make, Model and Description_____

3.12.6 Interior Features - As specified? Yes_____No_____

3.12.7 Shelf Luggage Storage Area N/A

3.12.8 Doors, Windows and Emergency Exits - As specified? Yes_____No_____

(a) **Right Front Door** Description_____

(c) **Rear Door** – N/A – Note the requirement for the rear storage door requirement in paragraph 3.12.2 (e)

(d) **Side Windows** - As specified? Yes_____No_____

Windows Make, Model and Description_____

(e) **Emergency Escape Hatch** - As specified? Yes_____No_____

Escape Hatch Make, Model and Description_____

3.13 Miscellaneous Equipment

3.13.1 Equipment Location - As specified? Yes_____No_____

3.13.2 Recovery Tow Points -As specified? Yes_____No_____

3.13.3 Safety Package -As specified? Yes_____No_____

3.13.4 License Plate Holder -As specified? Yes_____No_____

3.13.5 Mud Flaps - As specified? Yes_____No_____

3.14 Paint and Corrosion Protection

3.14.1 Paint Finish - As specified? Yes_____No_____

3.14.2 Paint Colour - As specified? Yes_____No_____

(c) **Decals** – Will be provided as specified? Yes_____No_____

3.14.3 Corrosion Protection System - As specified? Yes_____No_____

3.15 Miscellaneous 3.15.1 to 3.15.4 - As specified? Yes_____No_____

3.16 Deliverable Information

(a) **Equipment Manuals**- Will be provided as requested? Yes_____No_____

(b) **Data Summary** - Will be provided as requested? Yes_____No_____

(c) **Photographs** – Will be provided as requested? Yes_____No_____

- (d) **Warranty Letter** – Will be provided as requested? Yes_____No_____
- (e) **Line Setting Ticket** - Provided as requested? Yes_____No_____
- (f) **Familiarization** – Will be provided as requested? Yes_____No_____

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