

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
**#910, 410-22nd Street East  
Saskatoon  
Sask.  
S7K 5T6  
Bid Fax: (306) 975-5397**

## **REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION**

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

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

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

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

### **Comments - Commentaires**

<b>Title - Sujet</b> Trucks - Saskatchewan	
<b>Solicitation No. - N° de l'invitation</b> 01R11-130298/A	<b>Date</b> 2012-11-29
<b>Client Reference No. - N° de référence du client</b> 01R11-130298	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$STN-191-4572	
<b>File No. - N° de dossier</b> STN-2-35087 (191)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-01-09</b>	<b>Time Zone Fuseau horaire</b> Central Standard Time CST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Gerstmar, Denise	<b>Buyer Id - Id de l'acheteur</b> stn191
<b>Telephone No. - N° de téléphone</b> (306) 975-8912 ( )	<b>FAX No. - N° de FAX</b> (306) 975-5397
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Agriculture and Agri-Food Canada 802 2nd Avenue East Watrous SK S0K 4T0	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

### **Vendor/Firm Name and Address**

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

### **Issuing Office - Bureau de distribution**

Public Works and Government Services Canada/Réception  
des soumissions Travaux publics et Services  
gouvernementaux Canada  
#910, 410 - 22nd Street East  
Saskatoon  
Sask.  
S7K 5T6

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

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## PART 1 - GENERAL INFORMATION

### 1. Security Requirement

There is no security requirement associated with the requirement.

### 2. Requirement

The requirement is detailed under Article 2 of the resulting contract clauses.

### 3. Debriefings

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

## PART 2 - BIDDER INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual*

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

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

The 2003 (2012-11-19) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: one hundred and twenty (120) 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 in writing to the Contracting Authority no later than fifteen(15) 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 Saskatchewan.

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

### PART 3 - BID PREPARATION INSTRUCTIONS

#### 1. Bid Preparation Instructions

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

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

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)

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

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

#### Section I: Technical Bid

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

#### Section II: Financial Bid

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

#### 1.1 Exchange Rate Fluctuation

C3011T - Exchange Rate Fluctuation 2010-01-11

#### Section III: Certifications

Bidders must submit the certifications required under Part 5.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

### 1.1 Financial Evaluation

SACC *Manual* Clause A0220T - Evaluation of Price 2007-05-25

### 2. Basis of Selection

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

## PART 5 - CERTIFICATIONS

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

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

### 1. Mandatory Certifications Required Precedent to Contract Award

#### 1.1 Code of Conduct and Certifications - Related documentation

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

Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid or promptly thereafter a complete list of names of all individuals who are currently directors of the Bidder. Bidders bidding as sole proprietorship, including those bidding as a joint venture, must provide the name of the owner with their bid or promptly thereafter. Bidders bidding as societies, firms, partnerships or associations of persons do not need to provide lists of names. If the required names have not been received by the time the evaluation of bids is completed,

Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

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

## **2. Additional Certifications Precedent to Contract Award**

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

### **2.1 Federal Contractors Program - Certification**

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

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

The Bidder or the member of the joint venture

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

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

## PART 6 - RESULTING CONTRACT CLAUSES

### 1. Security Requirement

There is no security requirement associated with the requirement.

### 2. Requirement

The Contractor must provide two (2) trucks in accordance with the Requirement at Annex "A".

### 3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual*

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### 3.1 General Conditions

2010A (2012-11-19), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

### 4. Term of Contract

#### 4.1 Delivery Date

Although delivery is requested on or before 31 March 2013, the best delivery date offered is;

\_\_\_\_\_.

### 5. Authorities

#### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Denise Gerstmar  
 Title: Supply Officer  
 Public Works and Government Services Canada  
 Acquisitions Branch  
 Directorate: Western  
 Address: 910 - 410 22nd Street East, Saskatoon SK S7K 5T6  
 Telephone: 306-975-8912  
 Facsimile: 306-975-5397  
 E-mail address: denise.gerstmar@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

**5.2 Project Authority**

The Project Authority for the Contract is:

**To be determined.**

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

**5.3 Contractor's Representative**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**6. Payment****6.1 Basis of Payment**

All prices are FOB destination, GST extra.

Supply and deliver two (2)

Trucks as detailed in Annex A - Requirement

\$ \_\_\_\_\_/each

\$ \_\_\_\_\_/lot

Product Offered: \_\_\_\_\_

**6.2 Limitation of Price**

SACC Manual clause C6000C - Limitation of Price 2011-05-16

**6.3 Single Payment**

SACC Manual clause H1000C - Single Payment 2008-05-12

**7. Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.



**8. Certifications****8.1 Compliance**

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

**9. Applicable Laws**

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

**10. Priority of Documents**

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A - Goods (Medium Complexity) (2012-11-19) ;
- (c) Annex A, Requirement;
- (d) Annex B, Towing Requirement Questionnaire;
- (e) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*)

**11. SACC Manual Clauses**

G1005C - Insurance 2008-05-12

## ANNEX "A" REQUIREMENT

Agriculture and Agri-Food Canada requires two (2) 2012/2013 New medium duty cab and chassis trucks in Watrous, Saskatchewan.

Bidders are to specify their conformance to the specifications/describe the deviations.

	<b>Yes</b>	<b>No</b>
2012/2013 Model Year New Medium Duty Cab and Chassis Truck, in accordance with 2013 GMVOG specification U00 or V00.	_____	_____

Including the following options:

	<b>Option</b>	<b>Mandatory or Desireable</b>	<b>Yes</b>	<b>No</b>
1.	Crew Cab and Straight Chassis	Mandatory	_____	_____
2.	Must accommodate a service flat deck and 5th wheel hitch (96"W x 114" L HD deck comes with a 12,000 lb. receiver hitch and a 25,000 lb gross trailer weight 5th wheel hitch) AAFC supplied and installed after Delivery.	Mandatory	_____	_____
3.	GVWR: 18,500 lbs. Minimum	Mandatory	_____	_____
4.	4 Wheel Drive	Mandatory	_____	_____
5.	Single Axle, Dual Rear Wheels	Mandatory	_____	_____
6.	Automatic Transmission	Mandatory	_____	_____
7.	Electric Shift Transfer Case	Mandatory	_____	_____
8.	Transfer Case Skid Plate	Mandatory	_____	_____
9.	Diesel Engine, capable of meeting payload and towing requirements included in this Specification.	Mandatory	_____	_____
10.	Alternator - 180 Amp (minimum)	Mandatory	_____	_____
11.	Engine Block Heater	Mandatory	_____	_____
12.	Wheelbase - 170" to 180"	Mandatory	_____	_____
13.	Cab to Axle - 60"	Mandatory	_____	_____
14.	Cab to end of frame - 112" maximum	Mandatory	_____	_____
15.	Limited Slip Rear Differential	Mandatory	_____	_____
16.	Fuel Tank Capacity, minimum 150 L	Mandatory	_____	_____
17.	Air Conditioning	Mandatory	_____	_____
18.	Standard AM/FM Radio	Mandatory	_____	_____
19.	Cruise Control	Mandatory	_____	_____
20.	On/Off Road Tires (6)	Mandatory	_____	_____
21.	Trailer Towing Capacity must meet or exceed attached Towing Requirement Questionnaire.	Mandatory	_____	_____
22.	7-pin Trailer Wiring Harness	Mandatory	_____	_____
23.	Diesel Exhaust Brake System	Mandatory	_____	_____

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<b>24.</b>	Trailer Brake Controller (compatible with electric over hydraulic brakes)	Mandatory	_____	_____
<b>25.</b>	Hydraulic power 4-wheel Anti-lock brakes with mechanical parking brake.	Mandatory	_____	_____
<b>26.</b>	Heated Industry Standard Mirrors for Towing	Mandatory	_____	_____
<b>27.</b>	Tow Hooks on Front of Vehicle	Mandatory	_____	_____
<b>28.</b>	Power windows and power door locks	Mandatory	_____	_____
<b>29.</b>	Intermittent Windshield Wipers	Mandatory	_____	_____
<b>30.</b>	Vinyl Flooring	Mandatory	_____	_____
<b>31.</b>	Front Split Bench Seat - 40/20/40 (heavy duty)	Mandatory	_____	_____
<b>32.</b>	Rear Bench Seat	Mandatory	_____	_____
<b>33.</b>	Front and Rear Seats in Vinyl	Mandatory	_____	_____
<b>34.</b>	Colour: Production Blue	Mandatory	_____	_____

Solicitation No. - N° de l'invitation

01R11-130298/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

stn191

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

01R11-130298

File No. - N° du dossier

STN-2-35087

CCC No./N° CCC - FMS No/ N° VME

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**ANNEX "B"**  
**TOWING REQUIREMENT QUESTIONNAIRE**

See attached.

## Part I - 2013

### f) Class II, III and IV Trailer Towing Questionnaire

***		This questionnaire should be completed and attached to the requisition to enable the manufacturer to determine if the SAE Trailer Towing Class selected conforms with the desired towing applications.
What is the empty weight of the trailer? (+)		6000 lbs.
How much load will be placed on the trailer? (+)		15,000 lbs.
Total (weight of trailer and load): (=)		21,000 lbs.
Estimate the height and width of the loaded trailer:		13' H x 8'6" W
GMV Specification:		U00 or V00
How much load will be in the vehicle while pulling the trailer (including passengers)? (+)		6000 lbs.
On what kind of terrain will the vehicle be operating?	Flat	
	Hilly	
	Off-Road	✓
Special Conditions:	Boat Trailer	
	Fifth Wheel	✓
	Pintle Hook	
	Other (specify)	
Remarks / Comments:		