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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) is divided into six parts plus attachments and annexes, as follows:

Part 1: General Information: provides a general description of the requirement;

Part 2: Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3: Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

Part 4: Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, the security requirement, if applicable, and the basis of selection;

Part 5: Certifications: includes the certifications to be provided;

Part 6: 6A, Standing Offer, and 6B, Resulting Contract Clauses:

Part 6A: includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

Part 6B: includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Technical Statement of Work, Logistics Statement of Work, List of Repairables, Basis of Payment, Insurance Requirements, Bid Evaluation Criteria and Periodic Usage Reporting Form.

2. Summary

- (i) The Department of National Defence has a requirement for a Regional Individual Standing Offer for the provision of repair, overhaul and/or hot section inspection, modification, and support services to be provided for its CT142, PW120A Engines, Engine Components and Associated Equipment, on an "as required" basis.
- (ii) The Department of National Defence - 402 Sqn at 17 Wing Winnipeg will be able to use this standing offer.
- (iii) The Standing Offer will be valid for a period of three (3) years with an additional two (2) - one (1) year option periods.
- (iv) There is no security requirement associated with this Standing Offer.
- (v) The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

3. Debriefings

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of notification that their offer was unsuccessful. The debriefing may be provided in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual issued by Public Works and Government Services Canada (PWGSC). The Manual is available on the PWGSC Website: <http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2012-03-02) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days
Insert: ninety (90) days

1.1 Controlled Goods Program

1. As the resulting contract will require the production of or access to controlled goods that are subject to the Defence Production Act, R.S. 1985, c. D-1, bidders are advised that within Canada only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: <http://www.cgp.gc.ca> and registration is carried out as follows:

- (a) When the bid solicitation includes controlled goods information or technology, the Bidder must be registered, exempt or excluded under the CGP before receiving the bid solicitation. Requests for technical data packages or specifications related to controlled goods should be made in writing to the Contracting Authority identified in the bid solicitation and must contain the CGP registration number or written proof of exemption or exclusion of the Bidder and of any other person to whom the Bidder will give access to the controlled goods.
- (b) When the bid solicitation does not include controlled goods information or technology but the resulting contract requires the production of or access to controlled goods, the successful Bidder and any subcontractor who will be producing or accessing controlled goods must be registered, exempt or excluded under the CGP before examining, possessing or transferring controlled goods.

- (c) When the successful Bidder and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of contract award, the successful Bidder and any subcontractor must, within seven (7) working days from receipt of written notification of contract award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No examination, possession or transfer of controlled goods must be performed until the successful Bidder has provided proof, satisfactory to the Contracting Authority, that the successful Bidder and any subcontractor are registered, exempt, or excluded under the CGP.

Failure to provide proof, satisfactory to the Contracting Authority, that the successful Bidder and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of contract award, will be considered a default under the resulting contract except to the extent that Canada is responsible for the failure due to delay in processing the application.

2. Bidders are advised that all information on the Application for Registration (or exemption) Form will be verified and errors or inaccuracies may cause significant delays and/or result in denial of registration or exemption.

1.2 SACC Manual Clauses

ID	Title	Date
M0019T	Firm Price and/or Rates	2007-05-25
M1004T	Materiel	2011-05-16

2. Submission of Offers

Offers must be submitted only to Public Works and Government Services (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority at least five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors 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 offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

4. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed by the laws in force in Manitoba.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers;

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.

Section I: Technical Offer

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with Annex "D" - Basis of Payment. The total amount of Goods and Services Tax or Harmonized Sales Tax is to be shown separately, if applicable.

Payment by Credit Card

Canada requests that offerors complete one of the following:

- (a) () Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA _____

Master Card _____

- (b) () Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

- (a) Ability to perform the full scope of the work described in Annex A and Annex B.
- (b) Completion of the Compliance Matrix attached as Annex F. Completion is defined as indication of compliance to each mandatory criteria. Offerors must record whether they meet (Yes) or not meet (No) the specifications.

1.2 Financial Evaluation

See Annex "D", Basis of Payment, Financial Evaluation.

1.2.1 Exchange Rate Fluctuation

The requirement does not provide for exchange rate fluctuation protection. Any request for exchange rate fluctuation protection will not be considered and will render the Offer non-responsive.

2. Basis of Selection - Mandatory Technical Criteria

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

PART 5 - CERTIFICATIONS

Offerors must provide the required certifications to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications offerors provide to Canada is subject to verification by Canada during the offer evaluation period (before issuance of a standing offer) and after issuance of a standing offer. The Standing Offer Authority will have the right to ask for additional information to verify the Offerors' compliance with the certifications before issuance of a standing offer. The offer will be declared non-responsive if any certification made by the Offeror is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Standing Offer Authority for additional information will also render the offer non-responsive.

1. Certifications Precedent to Issuance of a Standing Offer

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

1.1 Federal Contractors Program - Certification

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 the issuance of a standing offer. If the Offeror, or, if the Offeror 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 issuance of a standing offer.

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 offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Offeror 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 Offeror 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 Offeror, or, if the Offeror is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Offeror or the member of the joint venture

- (a) () is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada;

- (b) () is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;
- (c) () is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;
- (d) () is subject to 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-EE is available on the following HRSDC Web site: <http://www.hrsdc.gc.ca/en/labour/equality/fcp/index.shtml>.

1.2 Former Public Servant Certification

Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, offerors must provide the information required below.

Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- (a) an individual;
- (b) an individual who has incorporated;
- (c) a partnership made of former public servants; or
- (d) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means, in the context of the fee abatement formula, a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R. S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

Is the Offeror a FPS in receipt of a pension as defined above?

YES () NO ()

If so, the Offeror must provide the following information:

- (a) name of former public servant;
- (b) date of termination of employment or retirement from the Public Service.

Work Force Reduction Program

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? **YES () NO ()**

If so, the Offeror must provide the following information:

- (a) name of former public servant;
- (b) conditions of the lump sum payment incentive;
- (c) date of termination of employment;
- (d) amount of lump sum payment;
- (e) rate of pay on which lump sum payment is based;
- (f) period of lump sum payment including start date, end date and number of weeks;
- (g) number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

Certification

By submitting an offer, the Offeror certifies that the information submitted by the Offeror in response to the above requirements is accurate and **1** complete.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex "A".

2. Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<http://sacc.pwgscc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

2.1 General Conditions

2005 (2012-03-02) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

2.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "C". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

Quarterly periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31;
- 4th quarter: January 1 to March 31.

The data must be submitted to the Standing Offer Authority no later than fifteen (15) calendar days after the end of the reporting period.

3. Term of Standing Offer

3.1 Period of Standing Offer

The period for making call-ups against the Standing Offer is from date of issuance of the Standing Offer for a three (3) year period.

3.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) - one (1) year extension periods, under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

Solicitation No. - N° de l'invitation

W7006-12RO26/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

wpg202

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

W7006-12RO26

File No. - N° du dossier

WPG-1-34225

CCC No./N° CCC - FMS No/ N° VME

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

4. Authorities

4.1 Standing Offer Authority

The Standing Offer Authority for the Standing Offer is:

Tammy Kozak
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch, Western Region
100-167 Lombard Ave., Winnipeg, Manitoba, R3C 2Z1

Telephone: 204-984-8825
Facsimile: 204-983-7796
E-mail address: tammy.kozak@pwgsc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

4.2 Technical Authority (TA)

The Technical Authority for the Standing Offer is: **TBD**

The Technical Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

4.3 Requisition Authority (RA)

The Requisition Authority for the Standing Offer is: **TBD**

The Requisitioning Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for supply control and contract management of the Work under the resulting Contract.

4.4 Offeror Technical Contact

Name: _____ Title: _____

Phone: _____ Facsimile: _____

E-mail: _____

Solicitation No. - N° de l'invitation

W7006-12RO26/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

wpg202

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

W7006-12RO26

File No. - N° du dossier

WPG-1-34225

CCC No./N° CCC - FMS No/ N° VME

4.5 Offeror Logistical Contact

Name: _____ Title: _____

Phone: _____ Facsimile: _____

E-mail: _____

5. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is : **The Department of National Defence, 402 Squadron, 17 Wing, Winnipeg, Manitoba.**

6. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, "Call-up Against a Standing Offer" or electronic document.

7. Limitation of Call-ups

Individual call-ups processed by DND against the Standing Offer must not exceed **\$400,000.00** (Goods and Services Tax or Harmonized Sales Tax included).

Individual call-ups exceeding **\$400,000.00** (gst included) must be contracted by the PWGSC Contracting Authority.

8. Financial Limitation

8.1 Financial Limitation - Total

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$ **TBD** (Goods and Services Tax or Harmonized Sales Tax excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call-ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 3 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

9. 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 call up against the Standing Offer, including any annexes;
- (b) the articles of the Standing Offer;

-
- (c) the general conditions 2005 (2012-03-02), General Conditions - Standing Offers - Goods or Services;
 - (d) the general conditions 2010A (2012-03-02) General Conditions - Goods (Medium Complexity);
 - (e) Annex A, Technical Statement of Work;
 - (f) Annex B, Logistics Statement of Work;
 - (f) Annex D, Basis of Payment;
 - (j) Annex E, Insurance Requirements
 - (k) Annex F, Bid Evaluation Criteria
 - (g) the Offeror's offer dated **TBD**.

10. Certifications

10.1 Compliance

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

10.2 SACC Manual Clauses

ID	Title	Date
M3021T	Education and Experience	2007-05-25
M3800C	Estimates	2006-08-15

11. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed by the laws in force in Manitoba.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

1. Requirement

The Contractor must provide the items detailed in the call-up against the Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

2010A (2012-03-02) General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16 (2008-12-12) Interest on Overdue Accounts, of 2010A (2012-03-02), General Conditions - Medium Complexity - Goods will not apply to payments made by credit cards at point of sale.

3. Term of Contract

3.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

4. Payment

4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s), as specified in Annex D, Basis of Payment. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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

4.2 Limitation of Price

SACC Manual clause C6000C (2007-05-25), Limitation of Price

4.3 Method of Payment

SACC Manual clause H1001C (2008-05-12), Multiple Payments

4.4 SACC Manual Clauses

ID	Title	Date
C2000C	Taxes - Foreign-based Contractor	2007-11-30

4.5 Payment by Credit Card

The following credit cards are accepted: _____ and _____.

5. Invoicing Instructions

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

6. Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex "E". The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7. SACC Manual Clauses

ID	Title	Date
A3015C	Certifications	2008-12-12
A9006C	Defence Contract	2008-05-12
A9131C	Controlled Goods Program	2011-05-16
A9062C	Canadian Forces Site Regulations	2011-05-16
B4064C	Flight Safety	2008-05-12
B7500C	Excess Goods	2006-06-16
C0705C	Discretionary Audit	2010-01-11
C2608C	Canadian Customs Documentation	2010-08-16
D5328C	Inspection and Acceptance	2007-11-30
D5510C	Quality Assurance Authority (DND) - Canadian-based Contractor	2011-05-16
D5515C	Quality Assurance Authority (DND) - Foreign-based and United States Contractor	2010-01-11
D5540C	ISO 9001:2008 Quality Management Systems - Requirements (QAC Q)	2010-08-16
D5580C	Civil Aircraft Inspection (QAC J)	2007-11-30

8. Shipping Instructions (DND) - Canadian-based Contractor

1. Delivery will be FCA Free Carrier at Contractor's facility, 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.

DND Inbound Logistics Coordination Center contact info to be named upon Standing Offer award.

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 material 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.

9. Shipping Instructions (DND) - Foreign-based Contractor

1. Delivery will be FCA Free Carrier at Contractor's facility 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.

DND Inbound Logistics Coordination Center contact info to be named upon Standing Offer award.

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

- (a) the Contract number;
- (b) consignee address (if 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 (e.g. carton, crate, drum, skid);
- (e) actual weight and dimensions of each piece type, including gross weight;
- (f) copy of the commercial invoice (in accordance with clause C2608C, section 4, of the Standard Acquisition Clauses and Conditions Manual) or a copy of the Canada Border Services Agency form CI1, Canada Customs Invoice;
- (g) Schedule B codes (for exports) and the Harmonized Tariff Schedule codes (for imports);
- (h) North American Free Trade Agreement Certificate of Origin (in accordance with clause C2608C, section 2) for the U.S. and Mexico only;
- (i) 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, or International Air Transport Association regulations or the applicable Canadian Dangerous Goods Shipping Regulations and a copy of the material 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 labelling, the marking of each piece with a Transportation Control Number and customs documentation.

5. The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.

6. If the Contractor delivers the goods at a place and time that 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.

Solicitation No. - N° de l'invitation

W7006-12RO26/A

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

W7006-12RO26

Amd. No. - N° de la modif.

File No. - N° du dossier

WPG-1-34225

Buyer ID - Id de l'acheteur

wpg202

CCC No./N° CCC - FMS No/ N° VME

ANNEX A

STATEMENT OF WORK (Technical)

TECHNICAL STATEMENT OF WORK

FOR THE REPAIR AND OVERHAUL

OF CT142, PW120A ENGINES, ENGINE COMPONENTS

AND ASSOCIATED EQUIPMENT

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1.0 SCOPE

- 1.1 Purpose: This Statement of Work (SOW) defines the requirements necessary to accomplish the Repair and Overhaul (R&O) of CT142, PW120A Engines, Engine Components and Associated Equipment.
- 1.2 Background: The Department of National Defence (DND) has a requirement for the provision of repair, overhaul and/or hot section inspection, modification, and support services to be provided for its CT142, PW120A Engines, Engine Components and Associated Equipment, on an "as required" basis.
- 1.3 Terminology:

AD	Airworthiness Directive
AMO	Acceptable Maintenance Organization
AMP	Airworthiness Management Plan
BER	Beyond Economic Repair
CFMI	Canadian Forces Modification Instruction
CFTO	Canadian Forces Technical Order
CoC	Certificate of Conformance
DND	Department of National Defence
ISO	International Organization for Standardization
NDQAR	National Defence Quality Assurance Representative
OEM	Original Equipment Manufacturer
P&WC	Pratt & Whitney Canada
RA	Requisitioning Authority
TA	Technical Authority
TAA	Technical Airworthiness Authority
TAM	Technical Airworthiness Manual
TAT	Turn Around Time
TIC	Transport Canada

2.0 APPLICABLE DOCUMENTS

- 2.1 The following publications support this SOW. In the event of conflicts between the documents referenced below and the content of the SOW, the SOW must take precedence.

Publication Identifier	Publication Title
A-LM-184-001/JS-001	Special Instructions Repair and Overhaul Contractors
C-05-005-001/AG-001	Technical Airworthiness Manual
C-05-005-P04/AM-001	Aircraft Maintenance Record Set
C-05-005-P09/AM-001	Maintenance Program – Implementation – Support Activities
C-14-106-001/MN-001	Torque Signal Converter CMM PN PD9108C ATA 73-20-06
C-14-106-A00/MN-001	PW120A/PW121 Overhaul Manual PN 3034633 ATA 72-50-00
C-14-106-C00/MN-001	Fuel Control CMM PN 786391 ATA 73-21-41
C-14-106-D00/MN-001	Overspeed Governor Assembly CMM PN WG 60036 ATA 61-20-16
C-14-106-E00/MN-001	Electronic Engine Control CMM PN 789842 ATA 73-21-13
C-14-106-G00/MN-001	Gear Pump Assembly CMM PN WG 60051 ATA 61-20-20
DID AW-001	Airworthiness Management Plan (AMP)
DID AW-002	Maintenance Process Manual (MPM)

3.0 REQUIREMENTS

3.1 Airworthiness Requirements

- 3.1.1 The Contractor must be a P&WC (OEM) Designated Overhaul Facility and a TIC Approved Maintenance Organization (AMO) with the following ratings:

- a. Repair and Overhaul of PW120A Engines and Engine Components;
- b. NDT rating that includes all NDT techniques consistent with the PW120A Aircraft Maintenance and repair manuals; and
- c. All types of welding consistent with the PW120A Aircraft Maintenance and repair manuals.

Note: 3.1.1 b may be subcontracted to a TIC AMO holding an NDT rating that includes all NDT techniques consistent with the PW120A Aircraft Maintenance and repair manuals. The Contractor must submit all Subcontractor AMO certificates to verify compliance to 3.1.1 b.

3.1.2 CF/DND Airworthiness Program Requirements

a. Within 1 week after contract award, the Contractor must apply directly to the TA for recognition in accordance with TAM 1.4.2.S1.2.b. The Contractor must complete and submit a Technical Airworthiness Authority (TAA) recognition survey as directed by the TA.

b. The Contractor must obtain provisional recognition from the TAA prior to commencing airworthiness related activities. Subcontractors who perform airworthiness activities may or may not be subject to accreditation/recognition directly by the TAA. In cases where the TAA has elected not to recognize Subcontractors, the Contractor is required to provide oversight on those Subcontractors conducting airworthiness activities in order to verify the Subcontractor's compliance to the airworthiness requirements within this document.

c. Within 2 weeks of contract award, DND will conduct an initial Technical Airworthiness Management meeting to determine the requirements for obtaining full TAA recognition. The TAA staff will also provide direction on the provisioning of the Contractor's DND Airworthiness Supplement (DAS).

d. Within 3 months after contract award, the Contractor must submit a DAS to the TA. The DAS must describe:

- i. how the Contractor's civilian policy will be leveraged to satisfy the requirements in TAM 1.4.2. annex C;
- ii. additional policy to satisfy requirements within TAM 1.4.2. annex C not covered within the Contractor's MPM; and
- iii. the incorporation of military specific forms/tags used to certify and record maintenance activities.

In order to maintain recognition, the Contractor must ensure the DAS meets the requirements of the TAM. The Contractor must update the DAS when instructed by TAA staff. The Contractor is required to meet the latest version of the TAM.

Note: The DND TAM may be viewed at:

<http://www.materiel.forces.gc.ca/en/taa-tam.page>

e. The Contractor must obtain full organizational Recognition from the TAA within 12 months after provisional recognition. Once recognized by the TAA, the Contractor must maintain this status for the duration of the contract.

Note: Recognition requirements are identified in the TAM. Recognized organizations generally benefit from leveraging on their approved civilian policy under the authority of the TAA.

3.1.3 Contractor Maintenance Process Manual

The Contractor must submit their TC-approved Maintenance Policy Manual (MPM) and TIC approval certificate(s) to prove compliance to 3.1.1. The Contractor must inform the TA whenever a Contractor's or Subcontractor's MPM or TIC approval Certificate has been changed or updated. At the request of the TA, the Contractor must submit the Contractor's and any Subcontractor's updated MPM and/or TIC approval Certificates to the TA.

3.1.4 TAA Audits

The Contractor must provide support to TAA auditors during DND airworthiness audits. This includes, but not limited to providing:

- a. on-site access for the audit team, including office space to conduct meetings and interviews;
- b. access to technician qualification and authorization files within the AMO;
- c. access to work orders and other technical data generated to certify or release maintenance activities on DND PW120A and/or components; and
- d. technical and management staff to support TAA auditors.

Note: TAA staff generally schedule airworthiness audits every 30 months, however the frequency may increase or decrease depending on other factors such as the amount of civilian regulator oversight or flight safety incidents related to activities conducted at the Contractor's facilities.

3.1.5 Corrective Action Plans

The Contractor is required to submit and implement a corrective action plan (CAP) to the TA, as directed by TAA staff, to address observations found during airworthiness audits.

3.1.6 Tool Control

The Contractor must have tool control procedures satisfying the intent of the DND tool control program as specified in the TAA advisory 2006-02, Tool Management Program.

3.2 Tasks

3.2.1 The work to be performed under this SOW involves:

- a. In plant repair, overhaul, hot section inspection of engines;
- b. In plant repair and overhaul of engine components and associated equipment;
- c. In plant embodiment of approved modifications;
- d. In plant equipment reduction to spares when authorized;
- e. Quality control management; and

f. Submissions of reports at regular intervals and on request.

3.3 Technical Requirements

- 3.3.1 All repair, overhaul or hot section inspection performed under this SOW must be accomplished in accordance with the latest version of CFTO C-14-106-A00/MN-000 (P&WC Overhaul Manual Part No. 3034633). DND will provide the Contractor with current versions of the DND publications identified in this SOW and ensure the Contractor is included in the distribution of all subsequent updates.
- 3.3.2 All repair and overhaul of engine components and associated equipment performed under this SOW must be accomplished in accordance with the latest version of the applicable component maintenance manuals identified in para 2.1.
- 3.3.3 All modifications performed under this SOW must be embodied in accordance with:
- Approved CFMIs (provided by DND); or
 - TIC, or equivalent regulatory body, approved Service Bulletins.
- 3.3.4 Compliance with the maintenance manuals identified in paragraph 2.1 is mandatory. Contractor compliance may be subject to random verification by the TA or a designated representative.
- 3.3.5 Under normal circumstances, the TA must identify the minimum work specification (i.e. specific repair, overhaul or hot section inspection) and minimum build requirements (i.e. modifications to be embodied) to the Contractor at a minimum of 2 weeks prior to engine induction at the Contractor's facility. This information must be conveyed in the form of a workscope planning document, specifically tailored to the engine or component being inducted.
- 3.3.6 It is intended that all inspections and/or modifications required by ADs will be carried out/embodied by the Contractor. In the event that the Contractor becomes aware of an AD driven inspection or modification that has not been accounted for in the TA's workscope planning document, the Contractor must advise the TA immediately.
- 3.3.7 Inspections and/or modifications that the OEM recommends or that the OEM indicates are part of a minimum build specification, IAW P&WC Workscope Planning Guide Manual Part #3040879, must be authorized by the TA prior to embodiment unless the TA has included the particular inspection or modification in the workscope planning document. In cases where the warranty on the particular item would be voided by not carrying out an inspection or modification, the Contractor must request direction from the TA.
- 3.3.8 Upon induction at the Contractor's facility each engine must undergo, to the level required by the workscope planning document:
- A receipt/induction process, at which time an inventory of installed engine components will be conducted.
 - Disassembly;

-
- c. Cleaning;
 - d. Inspection;
 - e. Rework or replacement of unserviceable parts;
 - f. Replacement of time expired parts;
 - g. Embodiment of approved modifications;
 - g. Assembly;
 - h. Testing;
 - i. Preparation for delivery; and
 - j. Shipment.
- 3.3.9 Regarding rework or replacement of unserviceable parts, the following must apply. The Contractor must rework all parts not found to be beyond economical repair (BER) unless directed otherwise by the TA. Replacement of parts with new or exchanged parts is neither expected nor authorized unless the part is BER. The TA may authorize replacement of parts in order to meet an urgent requirement. A part is considered to be BER if the cost of reworking the part exceeds 75 per cent of the cost of a replacement part or if an approved repair is not available. If a Life Limited Part is replaced prior to having reached its life limit, it must be replaced with a serviceable part having a remaining life equal to or greater than that of the part being replaced. The Contractor may elect to replace a part that does not meet the requirements stated above; in this case the Contractor must contact the TA for authorization.
- 3.3.10 Regarding shipment, the following must apply. CT142, PW120A engines will be shipped to the Contractor's facility in a preserved state and must be re-stored/re-preserved in their pressurized steel shipping containers, in accordance with C-14-106-000/MN-000, after completion of repair or overhaul at the Contractor's facility and prior to shipping.
- 3.3.11 Newly repaired, overhauled or hot section inspected engines, upon being returned to DND custody, may be placed into storage pending installation on wing. During this period, engine shipping containers will only be opened for the purpose of conducting storage inspections, as required by C-05-010-009/AM-000, or as directed/authorized by the TA and then immediately resealed. For the purpose of repair/overhaul/hot section inspection warranty period, the standard 12 month calendar limitation must not apply. The warranty period for an appropriately stored/preserved and undisturbed CT142, PW120A engine, must be 100 hours of operation for the time of re-activation from storage.
- 3.3.12 For the purpose of conducting an inventory of installed items in accordance with paragraph 3.3.8.a of this SOW, the following configuration is to be regarded as "the norm" and any deviations from this configuration is to be reported to the TA immediately:
- a. PW120A Reduction Gearbox (RGB) Module include the following:
 - i) Propeller overspeed governor;
 - ii) Overspeed governor hydraulic pump; and

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- iii) Chip detector.
- b. PW120A Turbomachinery Module includes the following:
- i) Hydro-mechanical fuel control;
 - ii) fuel pump;
 - iii) fuel heater;
 - iv) oil pressure regulating valve;
 - v) torque signal conditioner;
 - vi) electronic engine control (EEC) and harness;
 - vii) spool speed sensors;
 - viii) inlet air temperature sensor;
 - ix) ignition exciter, cables and plugs;
 - x) T6 bus bar and probes;
 - xi) chip detector; and
 - xii) fuel manifold.

3.3.13 Annex C contains all major assemblies and those key repairables expected under this Standing Offer..

3.4 Standards and Specifications

3.4.1 Any replacement part(s) installed on CT142, PW120A engines must be obtained from a P&WC approved vendor and be accompanied by a certificate or conformance (CoC) acceptable to the TA. In accordance with the C-05-005-P09/AM-001 the following forms are deemed to be acceptable to the TA:

- a. Transport Canada Civil Aviation (TCCA) Form 24-0078, Authorized Release Certificate;
- b. Federal Aviation Authority (FAA) Form 8130-3, Airworthiness Approval Tag;
- c. Federal Aviation Authority (FAA) 8130-4, Export Certificate of Airworthiness;
- d. European Aviation Safety Agency (EASA) Form One, Authorized Release Certificate;
- e. DND Form, CF 1280, Certificate of Inspection or Release, for standard and commercial parts;

- f. DoD Form 250, Materiel Inspection and Receiving Report, for standard and commercial parts;
- g. A DND Off Aircraft Maintenance Record for items that have been repaired or overhauled by a DND Maintenance Organization or a Contractor;
- h. A Contractor certificate that is deemed equivalent to the DND Off Aircraft Maintenance Record; or
- i. A packing slip or shipping document that accompanies a part or packaging/labelling, that identifies the manufacturer, the manufacturing standard and/or manufacturer's part number and model number, as applicable, and identification of the lot or batch number, and cure date/ shelf life, if applicable.

NOTE: The TA may approve alternate documentation as being an acceptable CoC.

- 3.4.2 The Contractor must keep the repairable items received in plant under constant review, make recommendations, and alert the TA concerning items which should be classified as having no repair potential or which deviate from the standard configuration.
- 3.4.3 Priority Repair Requests (PRR). The Contractor must be prepared to satisfy PRR's in an expeditious manner. If the Required Delivery Date (RDD) cannot be met, the Contractor must advise the TA for a more realistic Estimated Delivery Date (EDD) This EDD must be amended as required until the PRR is satisfied.
- 3.4.4 The Contractor must maintain an information database that includes build records for all material specified in this SOW. The database must be sufficiently structured to ensure traceability of all lifed and serial-numbered items. The Offeror must provide the TA unrestricted access to this database upon request from the TA.
- 3.4.5 The Contractor must provide a point of contact for all work associated with this SOW.

4.0 DELIVERABLES

- 4.1 Engines, engine components and associated equipment must be processed expeditiously and TAT must not exceed sixty (60) days, unless otherwise authorized by DND. Any difficulty in accomplishing this TAT must be reported to the TA through the NDQAR so that other repair or supply arrangements can be made if necessary. The principle of first-in-first-out (FIFO) per line item must be utilized whenever possible. Turn-around-time is measured from receipt of a repairable at the Contractor's facility to the date of DND acceptance.
- 4.2 The Contractor must complete and forward to the TA a record of work carried out on each engine, engine component and associated equipment which must include the following information:
 - a. Detailed description of work performed;
 - b. List of parts removed by serial number (where applicable);

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- c. List of parts installed by serial number (where applicable);
 - d. Condition of removed parts (where applicable); and
 - e. Verification of items scrapped.
- 4.3 The Contractor must complete and forward the following documentation to the TA upon completion of each engine repair, overhaul or hot section inspection:
- a. A document certifying that the engine was repaired or overhauled or hot section inspected, as applicable, in accordance with C-14-106-A00/MN-000;
 - b. A document certifying that all modifications were embodied in accordance with an approved CFMI or Transport Canada, or equivalent regulatory body, approved Service Bulletin;
 - c. The Aircraft Engine Maintenance Record (CF 357), Aircraft Equipment Major Assembly History Record (CF 357A), Component History Card (CF 358), Aircraft Major Assembly History Record (CF 359), and Major Assembly Item Replacement Record (CF 359A) must also be annotated in accordance with C-05-005-P04/AM-001; and
 - d. A copy of all CoCs for all replacement parts.
- 4.4 The Contractor must complete and forward the following documentation to the TA upon completion of each engine component or associated equipment repair and overhaul:
- a. A document certifying that the component was repaired or overhauled as applicable, in accordance with the applicable CFTO;
 - b. A document certifying that all modifications were embodied in accordance with an approved CFMI or Transport Canada, or equivalent regulatory body, approved Service Bulletin;
 - c. The Component History Card (CF 358); and
 - d. A copy of all CoCs for all replacement parts.
- 4.5 Form CF 1057 Customer Feedback/Technical Investigation Report. The Contractor must provide the TA with a customer feedback report CF 1057 upon request. The Contractor must include the findings of the investigation, the cause, or the probable cause of failure, and the steps taken or recommended to prevent recurrence of the reported failure.
- 5.0 QUALITY ASSURANCE**
- 5.1 The Contractor must be ISO 9001-2008 certified or, have an equivalent Quality Management System deemed acceptable to the Director Quality Assurance.
- 5.2 In the performance of the work described herein, the Contractor must comply with a Model for Quality Assurance in Design, Development, Production, Installation and Servicing published by an approved organization, current edition at date of submission of Contractor's bid.

5.3 The Contractor must ensure that all work completed under the terms of this SOW is performed in accordance with the approved Quality Assurance (QA) Plan and Procedures. The successful implementation and operation of the Contractor's QA system must be subject to audit by DND/NDQAR. All of the Contractor's in-progress inspection and test results must be subject to review and audit by DND/NDQAR. NDQAR must have access to any of the Contractor's premises where any part of the work is performed.

5.4 The Contractor must provide for storage of DND assets as detailed in A-LM-184-001/JS-001.

6.0 MEETINGS

6.1 Within two weeks of contract award a kick-off meeting may be convened at a time and location that is mutually agreed upon by the TA and Contractor.

7.0 AUTHORITIES

7.1 Technical Authority (TA)

7.1.1 The Technical Authority for this SOW is:

To be named upon Standing Offer issuance.

7.2 Requisitioning Authority (RA)

7.2.1 The Requisitioning Authority of this SOW is:

To be named upon Standing Offer issuance.

ANNEX B

STATEMENT OF WORK (Logistical)

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1.0 GENERAL

1.1 AIM

The Offeror must repair and/ or overhaul only those items for which he has received authorization in accordance with Annex C contained in this Standing Offer or an approved Repairable Material Request (RMR). The Offeror must conform to such supply procedures as are advised in this SOW for the management of DND equipment and stores in his possession. DND reserves the right to exercise surveillance over all aspects of the Offeror's supply operation. Repair priority must be "Routine" unless otherwise stipulated by the Requisitioning Authority (RA) or representatives.

1.2 EXTENT OF WORK

The complete overhaul of all arisings (except lifed items that are time expired) is not permitted under the terms of this Statement of Work. The intent is that repair will be done; and overhaul resorted to only where such is economically and technically justifiable, or where required by technical specifications. The following definitions will apply:

Repair: The identification and correction of those specific defects that degrade the performance of an item causing it to function below specifications;

Overhaul: The restoration of an item to its original condition/near life expectancy. It includes the replacement of worn, damaged or life expired parts; the incorporation of approved modifications; and the rework of components as necessary;

Interchangeability: Following repair, the article must remain fully interchangeable (form, fit and function) with articles catalogued under the same reference number, part number and of the same modification status. This concept of interchangeability must be extended to include internal characteristics such as waveforms and component layout in order to ensure full compatibility with automatic test equipment software and automatic probing.

2.0 ADMINISTRATION

2.1 RECEIPT/ COMPLETION OF WORK

2.1.1 Upon receipt of DND equipment, the Offeror must: identify the equipment and ensure authority to repair (Annex C); open a work order; carry out a physical check to ensure that the item is complete and is in accordance with the accompanying vouchers. Within 48 hours of the physical receipt of the unserviceable item, a work order number must be assigned to the item and the National Defence Quality Assurance Region (NDQAR) representative must be informed of receipt.

2.1.2 If the Offeror is missing any information or documentation, he must request it through the NDQAR representative.

2.1.3 For those items where the basis of payment is other than firm fixed price, based on available information and/or inspection of the item, the Offeror must determine the extent of work required and prepare a cost estimate. If estimated cost to repair is below the maximum repair cost the Offeror must proceed with the repair. Whenever estimated cost to repair exceeds the MRC, the Offeror must request authority to proceed with the repair from the RA.

2.1.4 Where it is otherwise impossible to determine the cost to repair, the Offeror may apply to NDQAR for authorization to strip the equipment so as to assess its repair and/or overhaul potential and to estimate

the costs. Unless otherwise specified, and regardless of the value of the equipment, the cost of the work involved in estimating repair is chargeable to the item whether or not it is subsequently repaired.

2.1.5 On completion of Repair and/or Overhaul of any items listed in Annex C, the Offeror must close the work order and forward documentation to the NDQAR representative.

2.1.6 The following "Offeror Certification" must be stamped on the repair certification document:

Offeror Certification

I certify that the item(s) listed above have been inspected, tested and conform(s) to all specifications and requirements detailed in the Standing Offer Agreement

Signature Date
(Offeror QC)

2.2 DISCREPANCIES IN SHIPMENTS

If upon initial inspection, the Offeror identifies equipment as having same form, fit and function as other equipment but as being misidentified, the Offeror must forward a message to the Technical Authority (TA) with the following information: discrepancy in identification; NATO Stock Number (NSN) or Part Number (PN) and quantity vouched; NSN/PN and quantity actually received.

2.3 WORK CONTROL

The Offeror must ensure that the repair of all DND equipment is controlled by a serial numbered work order. Upon completion of work, the work order must include at least the following: a Standing Offer Agreement serial number against which all costs incurred are chargeable; the NSN and/or PN, description, quantity and serial number, if any, of item repaired; a cross reference to all documentation associated with the repair; repair cost estimate; and the identity of the person opening the work order. A copy of the work order is to be forwarded to the Requisitioning authority with the invoice.

2.4 COST CONTROL

The Offeror must monitor the cost of each repair to ensure that total repair costs remain within MRC limits. Appropriate management control procedures must be in place and records maintained. These control procedures and records must be available for review and/or audit on request.

2.5 COSTING RECORDS

The Offeror must prepare forms and maintain records which will provide: a cost listing, by serial number if applicable, of each item or job lot going through the repair line; a detail of the extent of work carried out, in-process inspections completed and materiel embodied at any stage of the repair process; the average cost of repair and/or overhaul, by NSN/ PN; and the total repair cost for an item, by work order. Additionally, overall costs per repair (both known and estimated), must be provided quarterly (or as requested) to the RA to identify those costs presently known at contractor, as well as pending costs, to allow 402 Sqn to financially manage this contract.

NOTE: This data must be provided as requested by the RA and/or NDQAR.

2.6 STOP REPAIR ACTION

The Offeror must comply immediately with all stop repair instructions issued from the RA.

2.7 PRIORITY REPAIR REQUEST (PRR)

The Offeror must be prepared to satisfy PRRs in an expeditious manner. If the Required Delivery Date (RDD) cannot be met, the Offeror must advise the originator and the consignee for a more realistic Estimated Delivery Date (EDD). This EDD must be amended as required until the PRR is satisfied.

3.0 SUPPLY SUPPORT

3.1 PRESERVATION AND PACKAGING FAILURE

Equipment damaged due to preservation and packaging failures in shipments must be reported to the NDQAR using form CF 777, Unsatisfactory Condition Report (UCR), supported by photographs.

3.2 REUSABLE CONTAINERS

The Offeror must inspect, repair and/or repaint reusable metal or wooden containers. If a requirement to repair, replace or provide a reusable container or other packaging material is identified, it will become a charge against the R&O contract at a negotiated rate shown in the "basis of payment" and on the repair work order.

3.3 LOSS OR DAMAGE TO DND MATERIAL

The Offeror must report to the NDQAR all instances of loss or damage to DND owned material in his custody within two (2) working days of confirmation of its discovery.

3.4 CUSTOMS & EXCISE

If an Offeror sub-contracts to an out of country location, the Offeror is responsible for the preparation of all necessary customs documentation. Customs Brokers must not be utilized unless specifically authorized by the RA.

4.0 MISCELLANEOUS

4.1 OFFEROR USE OF DND EQUIPMENT/ PUBLICATIONS

The Offeror must not use DND publications, tools, test equipment, or jigs and fixtures for commercial work without the written consent of DND. In instances where DND has provided such consent, PWGSC will negotiate suitable compensation for DND. All requests must be directed to the Requisitioning Authority through PWGSC.

ANNEX C**LIST OF REPAIRABLES**

Note: This list contains all major assemblies and those key repairables expected under this contract. The list is subject to amendment by Technical Authority under the guidance of the Standing Offer Authority.

Stock Number	Description	Part Number	MRC
1660-21-901-1081	VALVE, CABIN AIR	3035323/3035726	\$2,500.00
1660-21-904-8463	VALVE ASSEMBLY	3109392-02	\$4,200.00
1660-21-910-0394	VALVE ASSY, PNEUMATIC	3112463-02	\$4,000.00
1660-21-912-1629	GEARBOX	3104280-01	\$56,000.00
1660-21-920-9435	HEAT EXCHANGER	3120075-02/10839	\$8,000.00
2840-21-900-2156	ENGINE, AIRCRAFT	PW120A	\$70,000.00
2840-21-900-2166	PUMP, HYDRAULIC	8210-076C/3034719	\$4,000.00
2840-21-900-2719	VALVE ASSY, AIR PRESSURE	3038006/3106760-0 1	\$2,900.00
2840-21-921-5837	ADAPTER ASSY INLET	3045788-01	\$1,440.00
2840-21-921-5843	ADAPTER ASSY SECOND	3045781-01	\$3,500.00
2915-20-000-8672	ADAPTER ASSEMBLY	3045668	\$2,250.00
2915-20-000-8675	ADAPTER ASSEMBLY	3045692	\$1,445.00
2915-20-A0D-6711	ADAPTER ASSY, FUEL MANIFOLD	3037386	\$1,000.00
2915-20-A0D-6713	FUEL CONTROL - HYDROMECHANICAL	786391-10L27	\$1,000.00
2915-20-A0D-6714	FUEL CONTROL - HYDROMECHANICAL	786391-14L27	\$1,000.00
2915-20-A0D-9742	ADAPTER, FUEL MANIFOLD	3037423	\$1,140.00
2915-20-A0D-9753	ADAPTER ASSY FUEL MANIFOLD	3045789	\$1,400.00
2915-21-900-2119	ADAPTER, FUEL MANIFOLD	All applicable PNs	\$1,200.00
2915-21-900-2120	ADAPTER, FUEL MANIFOLD	All applicable PNs	\$1,200.00
2915-21-900-2121	ADAPTER, FUEL MANIFOLD	All applicable PNs	\$1,200.00
2915-21-900-2126	FUEL CONTROL, HYDROMECHANICAL	All applicable PNs	\$40,000.00

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2915-21-900-2154	CONTROL, ELECTRONIC	All applicable PNs	\$12,000.00
2915-21-900-2155	FLOW DIVIDER,FUEL	3033960	\$800.00
2915-21-904-5181	HEATER, ENGINE	All applicable PNs	\$7,000.00
2915-21-910-7554	GOVERNOR, PROPEL	3039335/8210-161C	\$7,275.00
2915-21-912-2466	PUMP, FUEL, JET	All applicable PNs	\$9,000.00
2915-21-921-4463	ADAPTER ASSY	3045776-01	\$1,440.00
4320-21-910-7584	PUMP, ROTARY	3045965-01	\$7,000.00
4820-20-003-5060	FLOW DIVIDER	3118512-01/26345-1	\$2,740.00
4820-20-005-3443	VALVE CALIBRATED FLOW	25890-7	\$33,750.00
6620-01-344-9355	CONVERTER, SIGNAL	All applicable PNs	\$10,500.00

ANNEX D**BASIS OF PAYMENT**

For work performed in accordance with the Standing Offer, the Offeror will be paid as follows:

STANDING OFFER PERIOD - 3 YEARS From DATE OF ISSUANCE

Item #	Description	Unit of Issue	SO Year 1	SO Year 2	SO Year 3
1	The following firm fixed unit prices: All firm price work must be completed at the firm prices in effect on the date of work authorization				
1.1	Hot Section Inspection (HSI)	ea	\$	\$	\$
1.2	PW120A Engine Overhaul	ea	\$	\$	\$
1.3	Test Cell Run for Engine - Must include all fuel and oil. - Applies to repaired engines only.	ea	\$	\$	\$
1.4	Test Cell Run for Gearbox - Must include all fuel and oil - Applies to repaired gearboxes only.	ea	\$	\$	\$
2	For all authorized Repair and Overhaul Work required but not covered by Item 1 above, the following firm hourly rates will apply:				
2.1	Repair and Overhaul Labour rate	Per hour	\$	\$	\$
3	For Contractor Furnished Material (CFM): Authorized CFM, upon embodiment, <u>Laid-down Cost</u> (LDC), plus a Mark-up of:		%	%	%
4	For Subcontract work required to support repair and overhaul, the laid down cost (LDC) plus the firm mark-up of:		%	%	%
5	Note: For items 5.1 and 5.2 below, Offerors are instructed to propose a pricing structure / methodology which will be subject to negotiation prior to issuance of any Standing Offer. These items will not be included in the evaluation of the Offeror's proposal but will form part of any resulting Standing Offer.				
5.1	For Exchange Parts embodied:				
5.2	For Reconditioned Material embodied:				

Note: Laid down cost (LDC) is the cost incurred by the Offeror to acquire a specific product/part/service for the performance of the work. This cost includes the Offeror's invoice price (less trade discounts), plus any applicable charges for incoming transportation, Foreign exchange, customs duty and brokerage, but excludes overheads, profit and GST

OPTION YEAR PRICING

Item #	Description	Unit of Issue	Option Year 1	Option Year 2
1	The following firm fixed unit prices: All firm price work must be completed at the firm prices in effect on the date of work authorization			
1.1	Hot Section Inspection (HSI)	ea	\$	\$
1.2	PW120A Engine Overhaul	ea	\$	\$
1.3	Test Cell Run for Engine - Must include all fuel and oil. - Applies to repaired engines only.	ea	\$	\$
1.4	Test Cell Run for Gearbox - Must include all fuel and oil - Applies to repaired gearboxes only.	ea	\$	\$
2	For all authorized Repair and Overhaul Work required but not covered by Item 1 above, the following firm hourly rates will apply:			
2.1	Repair and Overhaul Labour rate	Per hour	\$	\$
3	For Contractor Furnished Material (CFM): Authorized CFM, upon embodiment, <u>Laid-down Cost (LDC)</u> , plus a Mark-up of:		%	%
4	For Subcontract work required to support repair and overhaul, the laid down cost (LDC) plus the firm mark-up of:		%	%
5	Note: For items 5.1 and 5.2 below, Offerors are instructed to propose a pricing structure / methodology which will be subject to negotiation prior to issuance of any Standing Offer. These item will not be included in the evaluation of the Offeror's proposal but will form part of any resulting Standing Offer.			
5.1	For Exchange Parts embodied:			
5.2	For Reconditioned Material embodied:			

Note: Laid down cost (LDC) is the cost incurred by the Offeror to acquire a specific product/part/service for the performance of the work. This cost includes the Offeror's invoice price (less trade discounts), plus any applicable charges for incoming transportation, Foreign exchange, customs duty and brokerage, but excludes overheads, profit and GST.

FINANCIAL EVALUATION**.1 EVALUATION TOTALS FOR BASIS OF PAYMENT**

The following estimated usage will be calculated, against the prices offered by the Bidders, to determine an evaluation total. The estimated usage is not to represent a firm commitment from Canada, as it will be utilized for evaluation purposes only.

.2 FOR INITIAL THREE YEAR PERIOD FROM DATE OF STANDING OFFER AWARD

Description	Quantity
(a) Hot Section Inspection:	2
(b) PW120A Engine Overhaul:	1
(c) Test Cell Run for Engine:	2
(d) Test Cell for Gear Box:	2
(e) Repair and Overhaul Labour:	3000 hours
(f) Contract Furnished Material (CFM):	\$ 250,000.00
(g) Subcontract Work:	\$ 7500.00

.3 FOR FIRST ONE YEAR OPTION PERIOD

Description	Quantity
(a) Hot Section Inspection:	1
(b) PW120A Engine Overhaul:	1
(c) Test Cell Run for Engine:	1
(d) Test Cell for Gear Box:	1
(e) Repair and Overhaul Labour:	1000 hours
(f) Contract Furnished Material (CFM):	\$ 75,000.00
(g) Subcontract Work:	\$ 2500.00

.4 FOR SECOND ONE YEAR OPTION PERIOD

Description	Quantity
(a) Hot Section Inspection:	1
(b) PW120A Engine Overhaul:	1
(c) Test Cell Run for Engine:	1
(d) Test Cell for Gear Box:	1
(e) Repair and Overhaul Labour:	1000 hours
(f) Contract Furnished Material (CFM):	\$ 75,000.00
(g) Subcontract Work:	\$ 2500.00

.5 EVALUATION CALCULATION

The rates from the Offeror's bid will be applied to the above evaluation quantities.

INITIAL THREE YEAR PERIOD = **TOTAL 1**
 FIRST ONE YEAR OPTION = **TOTAL 2**

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SECOND ONE YEAR OPTION =
TOTAL 1 + TOTAL 2 + TOTAL 3 =

TOTAL 3
Evaluated Total

ANNEX E**INSURANCE REQUIREMENTS****ALL RISK PROPERTY INSURANCE**

The Contractor must obtain All Risks Property insurance while the Government Property is under its care, custody or control, and maintain it in force throughout the duration of the Contract, in an amount of not less than **\$1,000,000 CAD**. The Government's Property must be insured on Replacement Cost (new) Basis.

1. Administration of Claims: The Contractor must notify Canada promptly about any losses or damages to Government Property and monitor, investigate and document losses of or damage to ensure that claims are properly made and paid.
2. The All Risks Property insurance policy must include the following:
 - (a) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority at least thirty (30) days written notice of policy cancellation.
 - (b) Loss Payee: Canada as its interest may appear or as it may direct.
 - (c) Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by The Department of National Defence and Public Works and Government Services Canada for any and all loss of or damage to the property however caused.

COMMERCIAL GENERAL LIABILITY INSURANCE

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than **\$2,000,000** per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - (c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - (d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - (e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy

must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

- (f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- (g) Employees and, if applicable, Volunteers must be included as Additional Insured.
- (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- (i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

AVIATION LIABILITY INSURANCE

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than **\$5,000,000** per accident or occurrence and in the annual aggregate.
2. The Aviation Liability policy must include the following:
 - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
 - (b) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - (c) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - (d) Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - (e) Employees and, where applicable, Volunteers must be included as Additional Insured.
 - (f) Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000

per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.

- (g) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (h) Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation (WSIB) or similar program).
- (i) Hangarkeeper's Liability: To cover loss of and/or damage to aircraft on the ground in the care, custody or control of the Contractor.
- (j) Products and Completed Operations: To cover liability arising from the sale and service of aviation products, assembly and repair activities, in connection with the Work performed by or on behalf of the Contractor.

ANNEX F BID EVALUATION CRITERIA - COMPLIANCE MATRIX

Completion of this Compliance Matrix is mandatory to be considered responsive and for your offer to be given further consideration.

1. Offerors must record whether they meet (YES) or not meet (NO) each of the specifications.
2. Offerors are requested to provide documentation (technical information, brochures, photos) to clearly demonstrate compliance to each mandatory criterion if applicable.
3. Offerors are requested to reference where this technical specification is indicated in their offer.

#	Description	Compliance		Comments
		Yes	No	
1	The Contractor must be a P&WC (OEM) Designated Overhaul Facility for the PW120A Engine. - Provide copy of certification			
2	The Contractor must be a TIC Approved Maintenance Organization (AMO) or an approved organization acceptable to TIC. - Provide copy of certification.			
3	The Contractor must commit to all CF/DND Airworthiness Program Requirements as detailed in Annex A, 3.1.2 - 3.1.6. - Confirm your understanding and commitment.			
4	All repair, overhaul or hot section inspections performed under this contract must be accomplished in accordance with the latest version of CFTO C-14-106-A00/MN-000 (P&WC Overhaul Manual Part No. 3034633). - Confirm your understanding and commitment.			
5	All repair and overhaul of engine components and associated equipment performed under this contract must be accomplished in accordance with the latest version of the applicable component maintenance manuals identified in Annex A para 2.1. - Confirm your understanding and commitment.			
6	All modifications performed under this SOW must be embodied in accordance with approved CFMIs (provided by DND) or TIC (or equivalent regulatory body) approved Service Bulletins. - Confirm your understanding and commitment.			
7	All inspections and/or modifications required by ADs must be carried out/embodied by the Contractor. In the event that the Contractor becomes aware of an AD driven inspection or modification that has not been accounted for in the TA's workscope planning document, the Contractor must advise the TA immediately. - Confirm your understanding and commitment.			
8	CT142, PW120A engines will be shipped to the Contractor's facility in a preserved state and must be re-stored/re-preserved in their pressurized steel shipping containers, in accordance with C-14-106-000/MN-000, after completion of repair or overhaul at the Contractor's facility and prior to shipping.			

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	- Confirm your understanding and commitment.			
9	Any replacement part(s) installed on CT142, PW120A engines must be obtained from an approved vendor and be accompanied by a certificate or conformance (CoC) acceptable to the TA. - Confirm your understanding and commitment.			
10	The Contractor must ensure personnel involved in the R & O of engines, engine components and associated equipment have the necessary training, qualifications and experience to meet the requirements. - Confirm your understanding and commitment			
11	The Contractor must be ISO 9001-2008 certified or, have an equivalent Quality Management System deemed acceptable to the Director Quality Assurance. Facilities must be made available for pre-acceptance inspection if not ISO certified. - Confirm your understanding and commitment			

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ANNEX G

STANDING OFFER USAGE REPORT FORM

As a requirement of this Standing Offer, a Usage Report must be submitted on a quarterly basis. **The Contractor understands that it is there responsibility to implement a system for tracking call-ups against this standing offer in order to provide usage reports and ensure that the financial limitation is not exceeded. Failure to comply may result in the setting aside of the Standing offer.**

Quarterly Usage Report Schedule:

Period of:	Report Due no later than:
April 01 to June 30	July 15
July 01 to September 31	October 15
October 01 to December 31	January 15
January 01 to March 31	April 15

Each Usage Report is to be comprised of:

a) Completed Call-ups:

The Offeror hereby offers to provide information on completed Call-ups as per the format below:

Supplier Name:		Contact Name / Number:	
Standing Offer Number:		Period Covered:	

Department	Call-up Number	Dollar Value (GST Included)
(A) Total Dollar Value Call-ups for this reporting period:		
(B) Accumulated Call-up totals to date:		
(A+B) Total Accumulated Call-ups		

NIL REPORT: We have not done any business with the federal government for this period []

Send Report to: tammy.kozak@pwgsc.gc.ca or **Fax to:** (204) 983-7796