

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

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

E-mail/Courriel: mark.walton@tpsgc-pwgsc.gc.ca

<b>Title - Sujet</b> TRANSDUCER, MOTIONAL PICKUP	
<b>Solicitation No. - N° de l'invitation</b> W8486-134483/A	<b>Date</b> 2012-05-01
<b>Client Reference No. - N° de référence du client</b> W8486-134483	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PV-903-60381	
<b>File No. - N° de dossier</b> pv903.W8486-134483	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-05-17</b>	
<b>Time Zone</b> Fuseau horaire Eastern Daylight Saving Time EDT	
<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> Walton, Mark	<b>Buyer Id - Id de l'acheteur</b> pv903
<b>Telephone No. - N° de téléphone</b> (819) 956-3813 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE 25 CFSD RECEIPTS SECTION CFF MONTREAL 6363 RUE NOTRE DAME ST E. MONTREAL Quebec H1N 2E9 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Scientific, Medical and Photographic Division / Division de l'équipement scientifique, des produits photographiques et pharmaceutiques  
11 Laurier St./ 11 rue, Laurier  
6B1, Place du Portage  
Gatineau, Québec K1A 0S5

<b>Delivery Required - Livraison exigée</b> 2012-07-31	<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>



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	NSN - NNO: 6695-01-456-5281 TRANSDUCER, MOTIONAL PICKUP 103610661 NSCM/CAGE - COF/CAGE: 55719 Part No. - N° de la partie: TTC12	WB941	W1941	3	Each	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	2012-07-31	
2	NSN - NNO: 6635-20-001-5641 TESTER, TORQUE WRENCH 103610663 NSCM/CAGE - COF/CAGE: 09698 Part No. - N° de la partie: VERSATEST	WB941	W1941	3	Each	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	2012-07-31	
3	NSN - NNO: 6695-20-001-5662 TRANSDUCER, MOTIONAL PICKUP 103610665 NSCM/CAGE - COF/CAGE: 09698 Part No. - N° de la partie: TTC4G0	WB941	W1941	3	Each	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	2012-07-31	

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## **PART 1 - GENERAL INFORMATION**

**NOTE TO BIDDERS:** Use of the word "**SHALL**" and "**MUST**":

When the words "**shall**" and "**must**" are used in this document, it indicates an action or requirement that is **mandatory**. If the requirement is not addressed in the bidder's proposal, the proposal will be considered incomplete or non-compliant and will be rejected. Proposals will be judged solely on the information contained therein and the onus is on the bidder to provide all the information necessary for a complete and accurate assessment.

- 1. Security Requirement:** There is no security requirement associated with the requirement.
- 2. Requirement:** The Contractor must provide the items detailed under the "Line Item Detail".
- 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 (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

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

The 2003 (2011-05-16) Standard Instructions - Goods or Services - Competitive Requirements, amended as follows, are incorporated by reference into and form part of the bid solicitation.

Effective immediately, section 12 entitled Rejection of Bid is amended as follows:

Replace subsection 1. (a) and (b) with the following:

1. Canada may reject a bid where any of the following circumstances is present:

(a) the Bidder is subject to a Vendor Performance Corrective Measure, under the Vendor Performance Corrective Measure Policy, which renders the Bidder ineligible to bid on the requirement;

(b) an employee, or subcontractor included as part of the bid, is subject to a Vendor Performance Corrective Measure, under the Vendor Performance Corrective Measure Policy, which would render that employee or subcontractor ineligible to bid on the requirement, or the portion of the requirement the employee or subcontractor is to perform;

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

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

### 1.1 SACC Manual Clauses

SACC Reference	Title	Date
B1000T	Condition of Material	2007-11-30
B3000T	Equivalent Products	2006-06-16

### 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 **ten (10) calendar days before the bid closing date**. Enquiries received after that time may not be answered.

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

### 4. Applicable Laws

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

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

## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **1. Bid Preparation Instructions**

#### **Section I: Technical Bid**

##### **1.1 Section I: Technical Bid**

The following applies to the Requirement and bidders must provide the following information in the bid where applicable:

**1.1.1 Manuals (If applicable):** One complete set of user documentation in either English or French must be supplied with each system.

##### **1.1.2 Product(s) Offered**

The Bidder must indicate the make and model number of the products offered (identify specific components which make up the system):

Name of Manufacturer: \_\_\_\_\_

Model/Part Number: \_\_\_\_\_

Literature attached: Yes (\_\_\_\_) No (\_\_\_\_)

##### **1.1.3 Point of Manufacture/Shipping**

The Bidder must state the point of manufacture/shipping of goods or where service is to be performed:

Location: \_\_\_\_\_

Postal Code: \_\_\_\_\_

**1.1.4 Delivery:** While delivery is requested by **July 30, 2012**, the best delivery that could be offered by the Bidder is \_\_\_\_\_.

**1.1.5 Contacts:** Bidders are requested to provide the following: Information pertaining to Article 5.3 Contractor Representatives under Part 5, Resulting Contract Clauses.

#### **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 SACC Manual Clauses

- C3011T (2010-01-11), Exchange Rate Fluctuation

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

### 1. Evaluation Procedures

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

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

#### 1.1 Technical Evaluation

All proposals submitted shall be completed in full and provide all of the information requested in the Request for Proposal (RFP) package to enable a full and complete evaluation. If the requirement is not addressed in the bidder's proposal, the proposal will be considered incomplete or non-responsive and will be rejected. The onus is on the bidder to provide all the information necessary to ensure a complete and accurate assessment.

#### Factors for Evaluation

1. PRICING BASIS (MANDATORY): Prices must be firm, DDP Delivered Duty Paid.

2. ABILITY TO MEET THE TECHNICAL REQUIREMENT (MANDATORY):

a) **For Items Defined by Specifications:** The bidder is requested to cross reference the mandatory technical criteria contained herein to their supporting technical documentation.

b) **Provision of Supporting Technical Documentation:** Supporting technical documentation for the stores offered shall be provided with the bid at time of bid closing. Technical brochures or technical data MUST be provided to verify compliancy to the technical mandatory specifications.

3. COMPLIANCE WITH THE TERMS AND CONDITIONS OF THIS REQUEST FOR PROPOSAL (MANDATORY)

#### 1.1 Technical Evaluation

##### 1.1.1 Mandatory Technical Criteria

- Technical Compliance
- Compliance with Pricing Basis
- Proposal complete and signed

#### 1.2 Financial Evaluation

- SACC Manual Clause A0222T (2010-01-11), Evaluation of Price

## 2. Basis of Selection

### 2.1 SACC Manual Clauses:

SACC Reference	Title	Date
A0069T	Basis of Selection	2007-05-25

## **PART 5 - RESULTING CONTRACT CLAUSES**

1. **Security Requirement:** There is no security requirement associated with the requirement.

2. **Requirement:** The Contractor must provide the items detailed under the "Line Item Detail".

2.1 **Manuals (If applicable):** Manuals are considered a part of the equipment. One (1) operator and one (1) service manual (paper or CD-ROM format), in English or French, must be sent together with the equipment.

### 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 (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

#### 3.1 General Conditions

2010A (2011-05-16), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

### 4. Term of Contract

4.1 **Delivery Date:** All the deliverables must be received on or before (*insert the date*).

### 5. Authorities

#### 5.1 Contracting Authority

*The Contracting Authority for the Contract is:*

Mark Walton

Supply Officer

Public Works and Government Services Canada

Acquisitions Branch

Commercial Consumer Products Directorate

Scientific, Medical, and Photographic Division "PV"

11 Laurier Street,

6A2, Phase III, Place du Portage,

Gatineau, Quebec, K1A 0S5

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W8486-134483/A

pv903

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W8486-134483

pv903W8486-134483

Telephone: 819-956-3813  
 Facsimile: 819-956-3814  
 E-mail address: mark.walton@tpsgc-pwgsc.gc.ca

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

**5.2 Technical Authority: To be filled in only at contract award**

The Technical 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 Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

**5.3 Contractor's Representative (Bidder to complete)**

*The telephone number of the person responsible for:*

**General enquiries**

Name: \_\_\_\_\_  
 Telephone No. \_\_\_\_\_  
 Facsimile No. \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

**Delivery Follow-up**

Name: \_\_\_\_\_  
 Telephone No. \_\_\_\_\_  
 Facsimile No. \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

**6. Payment**

**6.1 Basis of Payment - Firm Unit Prices**

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

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

**6.2 SACC Manual Clauses**

SACC Reference	Title	Date
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 addresses shown on page 2 of the Contract for certification and payment.

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

**8. Certifications**

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

**9. Applicable Laws**

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

**10. Priority of Documents**

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2011-05-16), General Conditions - Goods (Medium Complexity),
- (c) Requirement;
- (d) the Contractor's bid dated \_\_\_\_\_

**11. Defence Contract**

- SACC Manual clause A9006C (2008-05-12) Defence Contract

**12. SACC Manual Clauses**

SACC Reference	Title	Date
A9062C	Canadian Forces Site Regulations	2011-05-16

<b>SACC</b>	<b>Title</b>	<b>Date</b>
<b>Reference</b>		
B1501C	Electrical Equipment	2006-06-16
B1505C	Shipment of Hazardous Materials	2006-06-16
D2000C	Marking	2007-11-30
D2001C	Labeling	2007-11-30
D2025C	Wood Packaging Materials	2008-12-12
D5545C	ISO 9001:2008 - Quality Management Systems - Requirements (QAC C)	2010-08-16
D9002C	Incomplete Assemblies	2007-11-30
G1005C	Insurance	2008-05-12

### **13. Shipping Instructions - Delivery and Destination Schedules Unknown**

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid Montreal, Quebec. Unless otherwise directed, delivery must be made by the most economical means. Shipping charges must be shown as a separate item on the Contractor's invoice. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and taxes.

2. The Contractor must deliver the goods to Canadian Forces (CF) Supply Depots by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the Depot Traffic Section at the appropriate location shown below. The consignee may refuse shipments when prior arrangements have not been made.

- 25 CF Supply Depot Montreal, Montreal, Quebec  
Telephone: 1-866-935-8673 (toll free), or 514-252-2777, ext. 2363 / 4673 / 4282