

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
PWGSC/TPSGC Acquisitions
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1
Bid Fax: (506) 851-6759

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Title - Sujet Mobile Building Rental		
Solicitation No. - N° de l'invitation W2037-130008/A	Date 2012-07-20	
Client Reference No. - N° de référence du client W2037-130008		
GETS Reference No. - N° de référence de SEAG PW-\$MCT-018-4493		
File No. - N° de dossier MCT-2-35044 (018)	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-09-04		Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Martin, Lisa M.		Buyer Id - Id de l'acheteur mct018
Telephone No. - N° de téléphone (506) 851-7811 ()		FAX No. - N° de FAX (506) 851-6759
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE Peterville Camp c/o Armour School CTC Gagetown/Range Training Area OROMOCTO New Brunswick E2V4J5 Canada		

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

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

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

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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with the requirement.

2. Statement of Work Requirement

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

(Derived from - Provenant de: B4008T, 16/06/06)

3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

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

The 2003 (2012/07/11) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

1.1 SACC Manual Clauses

SACC Reference	Section	Date
B3000T	Equivalent Products	2006/06/16
C5200T	Transportation Costs Information	2010/01/11
C9000T	Price	2010/08/16

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.

2.1 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of

competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 10 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

(Derived from - Provenant de: A9076T, 25/05/07)

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

4. Applicable Laws

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

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 (2 copies)
Section II: Financial Bid (1 copy)
Section III: Certifications (1 copy)

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

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](#)

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) 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 Bid

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

Section II: Financial Bid

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

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Mandatory Technical Criteria as specified in Annex "C"

1.1.2 Point Rated Technical Criteria

Point Rated Technical Criteria as specified in Annex "C"

1.2 Financial Evaluation

SACC Manual Clause A0220T (2007/05/25), Evaluation of Price

2. Basis of Selection

Basis of Selection - Lowest Price Per Point

1. To be declared responsive, a bid must:
 - (a) comply with all the requirements of the bid solicitation;
 - (b) meet all mandatory technical evaluation criteria; and
 - (c) obtain the required minimum points for the technical evaluation criteria which are subject to point rating.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive. Neither the responsive bid that receives the highest number of points nor the one that proposed the lowest price will necessarily be accepted. The responsive bid with the lowest evaluated price per point will be recommended for award of a contract.

(Derived from - Provenant de: A0035T, 25/05/07)

PART 5 - CERTIFICATIONS

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

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

1. Code of Conduct Certifications - Consent to a Criminal Record Verification

1.1 Bidders must submit with their bid, by the bid solicitation closing date:

- (a) a complete list of names of all individuals who are currently directors of the Bidder;
- (b) a properly completed and signed form Consent to a Criminal Record Verification (PWGSC-TPSGC 229), for each individual named in the list.

2. Certifications Precedent to Contract Award

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

Federal Contractors Program - over \$25,000 and below \$200,000

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to

receive federal government contracts over the threshold for solicitation of bids as set out in the *Government Contracts Regulations*. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

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

The Bidder or the member of the joint venture

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

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

(Derived from - Provenant de: A3031T, 16/08/10)

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Statement of Work Requirement

The Contractor must provide a mobile building in accordance with the Requirement at Annex "A"

(Derived from - Provenant de: B4008C, 16/06/06)

3. Standard Clauses and Conditions

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

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

3.1 General Conditions

2010A (2012/07/16), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from date of Contract to 31 March 2014 inclusive

(Derived from - Provenant de: A9022C, 25/05/07)

4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 3 additional 1 year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 10 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

(Derived from - Provenant de: A9009C, 12/12/08)

4.3 Delivery Date

All the deliverables must be received on or before 4-6 weeks after award of contract.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Lisa Martin
Title: Contracting Officer
Public Works and Government Services Canada
Acquisitions Branch
Address: 1045 Main Street, Unit 108
Moncton, New Brunswick
E1C 1H1
Telephone: 1-506-851-7811
Facsimile: 1-506-851-6759
E-Mail: lisa.m.martin@pwgsc-tpsgc.gc.ca

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

5.2 Technical Authority

The Technical Authority for the Contract is: **Details will be provided in any resulting contract**

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

(Derived from - Provenant de: A1030C, 25/05/07)

5.3 Contractor's Representative (bidder please complete)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6. Payment

6.1 Basis of Payment

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

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in Annex B. 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.

(Derived from - Provenant de: C0207C, 16/05/11)

6.2 Limitation of Price

SACC Manual clause C6000C (2011/05/16) Limitation of Price

6.3 SACC Manual Clauses

SACC Reference	Section	Date
A9117C	T1204 - Direct Request by Customer Department	2007/11/30
C2000C	Taxes - Foreign-based Contractors	2007/11/30
H1008C	Monthly Payment	2008/05/12

7. Invoicing Instructions

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

(Derived from - Provenant de: H5001C, 12/12/08)

8. Certifications

- 8.1 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 **New Brunswick**.

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 (2012/07/16), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Statement of Work Requirement
- (d) Annex B, Basis of Payment
- (e) the Contractor's bid dated _____

11. SACC Manual Clauses

SACC Reference	Section	Date
A9039C	Salvage	2008/05/12
G1005C	Insurance	2008/05/12

Solicitation No. - N° de l'invitation

W2037-130008/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

mct018

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

W2037-130008

File No. - N° du dossier

MCT-2-35044

CCC No./N° CCC - FMS No/ N° VME

12. Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:

Delivered Duty Paid (DDP) (Department of National Defence, Oromocto, NB) Incoterms 2000 for Shipments from a commercial contractor.

(Derived from - Provenant de: D4001C, 12/12/08)

Solicitation No. - N° de l'invitation

W2037-130008/A

Amd. No. - N° de la modif.

File No. - N° du dossier

MCT-2-35044

Buyer ID - Id de l'acheteur

mct018

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

W2037-130008

CCC No./N° CCC - FMS No/ N° VME

ANNEX "A"

STATEMENT OF WORK REQUIREMENT

(see *Annex A*)

ANNEX "B"

BASIS OF PAYMENT

(see *Annex B*)

Annex A

STATEMENT OF WORK REQUIREMENTS

FOR

Mobile Building Rental for Armour School – Petersville

- 1 Title** - Mobile Building Rental for Armour School – Petersville, Canadian Forces Base (CFB) Gagetown, Range Training Area (RTA), New Brunswick
- 2 Objective(s)** - Rental of one 16' (plus or minus 1') wide x a minimum 70' long mobile building, configured similar to layout provided in Appendix A.
- 3 Background** - The Armour School has an existing rental trailer in location that requires replacement.
- 4 Tasks** - Supply, deliver and set-up (level on blocks, install stairs).
- 5 Scope** - The successful bidder will provide transportation to and from site, supply all necessary jack stands and blocking, set up/level the building and provide/install stairs at each entrance. Building must have two entrance/exit doors located on the same long side of the building and must have outdoor entry lighting by the doors. The interior will be mostly open, with a 16' by 12' "office" area at one end. The office wall facing the common area must have a serving window with a lockable shutter and lockable office door with deadbolt. A suggested layout can be found at Appendix A.
- 6 Constraints** -
 - a. Location of the building will be approved by DND; must maintain 15m spacing between rental building and existing buildings.
 - b. All electrical systems must conform to appropriate Canadian Standards Association (CSA) Canadian Electrical (CE) Codes.
 - c. Mobile building must meet:
 - CSA Certification of Modular construction under the CSA – A277 Program
 - 2005 National Building Code Part 9 as amended by Province of New Brunswick
- 7 Client Support** - DND will provide and install electricity, telephone, and internet connection.
- 8 Deliverables** - The successful bidder will deliver one 16' (plus or minus 1') wide x a minimum 70' long mobile building that must include:
 - a. 2 - 36" wide by 80" high entry doors located as indicated in Appendix A, key locked the same;

Annex A

- b. 42" wide stairs with 48" by 48" top platform setup outside both entries;
- c. Outdoor lights at both entries;
- d. 2 ground fault interrupter (GFI) receptacles beside each exterior door;
- e. Climate controlled environment (electric heat /Air Conditioning);
- f. Commercial grade linoleum (or equivalent) floor manufactured for an industrial high traffic environment, no carpet;
- g. Interior walls must be capable of supporting a hanging weight of a minimum 45 kg;
- h. Interior walls will be made of gypsum type material, no wood or metal;
- i. Individual lighting for office and common area with 3-way switches at both entries;
- j. Minimum 8 electrical outlets evenly spaced in the common area operating off two circuits capable of supporting electronics such as televisions, video game consoles and laptops (15 or 20 Amp);
- k. Minimum 6 windows (minimum size 3' x 2') located in common area;
- l. 2 cable outlets, one centered on the back 16' wall, the other centered on long wall between entrance doors;
- m. 1 interior office door 36" wide by 80" high with locking dead bolt;
- n. Service window between office and common area will be 42" above floor and 48" (+/- 6") wide by 48" (+/- 6") high with lockable shuttered door;
- o. Bottom edge of service window will be topped with an 8" (+/- 1") wide wood (or similar) shelf;
- p. Minimum 5 electrical outlets in the office space capable of supporting electronics such as sliding glass door refrigerators, freezers and microwaves (30 Amp);
- q. Minimum 2 phone jacks and 2 internet jacks in office area;
- r. Minimum 2 windows (minimum size 3' x 2') located in office area;
- s. In Office space 2 "L" shaped counters with storage shelves below
 - By service window:
 - Long leg 10' long by 2' wide by 36" high (+/- 1")
 - Short leg 4' long by 2' wide by 36" high (+/- 1")
 - Opposite Service window:
 - Long leg 6' long by 2' wide by 36" high (+/- 1")
 - Short leg 4' long by 2' wide by 36" high (+/- 1")
- t. Along side wall counter, upper cupboards above 3 shelves with doors along length; and
- u. Electric service entrance to be located on "office" end of the building.

Additional requested attributes include:

- a. Vinyl exterior siding, white in colour;
- b. 25 yr shingles or better, black in colour;
- c. Interior colours: light tan, washable finish;
- d. Door colours match exterior siding;
- e. Vinyl baseboards through out;
- f. Butcher Block counter top; and

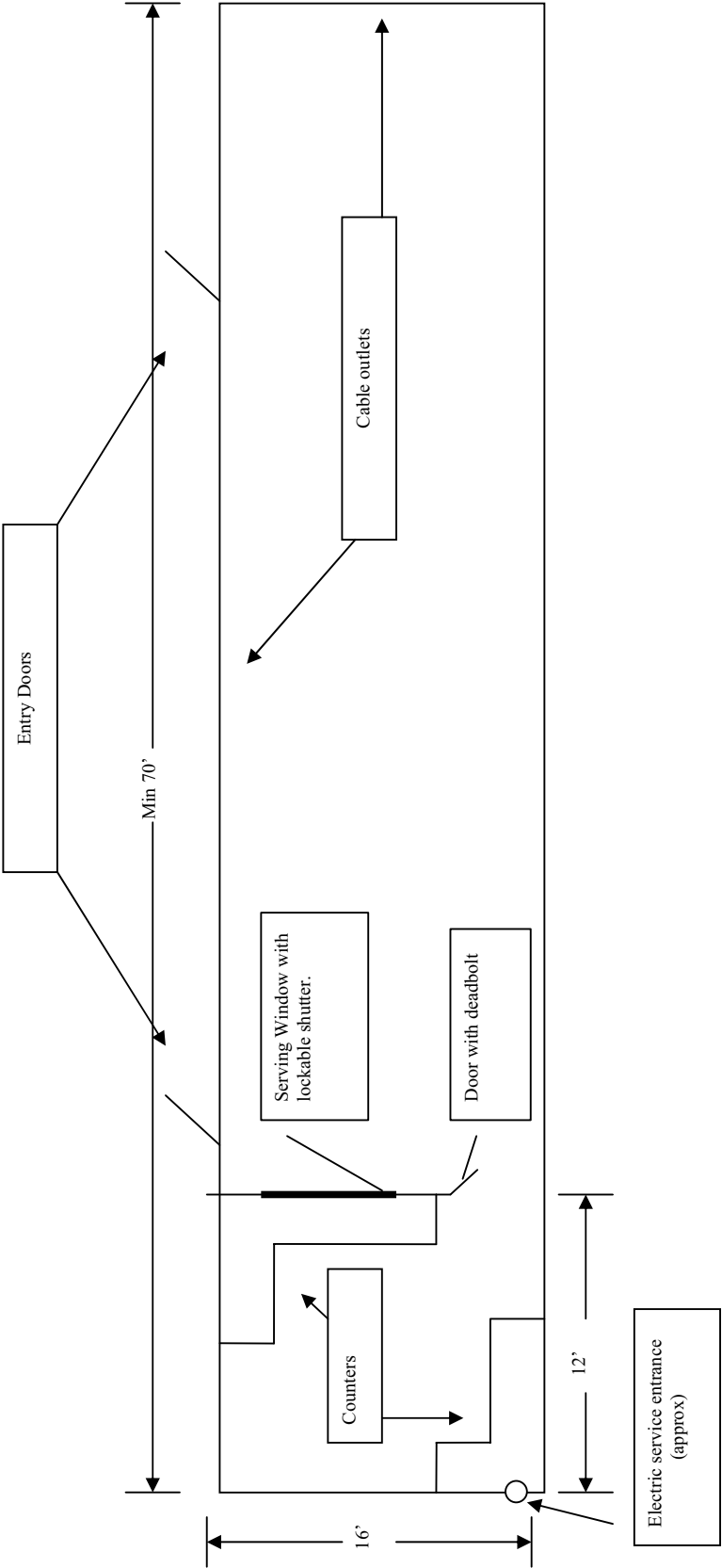
Annex A

- g. Open concept cupboards with 2 shelves below all counters.

9 Other Considerations -

- a. Building is to be delivered to Camp Petersville RTA Gagetown no later than 4-6 weeks after award of contract or earlier if possible.
- b. One week advance notice prior to delivery is required. Contacts WO Steve Screen (506) 422 – 2804, Cell (506) 461 – 4573, or Cpl Zak Wilson (506) 422 – 3965, Cell (506) 471 – 6209.
- c. The requested lease will be from contract award to 31 March 2014, with three (3) one year option periods.

SUGGESTED LAYOUT



Annex B

BASIS OF PAYMENT

Initial Contract: From Contract Award to 31 March 2014

Item No.	Description	Extended Price
1	Supply a Mobile Building customized to meet specifications listed in Annex A. Rental cost of \$ _____ per month for an estimated ____ months. (Stairs, Jack stands and blocking included)	\$ _____
2	Transport to Site/Set Up Cost	\$ _____
3	Transport from Site/Takedown Cost (if required)	\$ _____
Subtotal		\$ _____
HST 13%		\$ _____
Total		\$ _____

Option 1: From 01 April 2014 to 31 March 2015

Item No.	Description	Extended Price
1	Supply a Mobile Building customized to meet specifications listed in Annex A. Rental cost of \$ _____ per month for an estimated <u>12</u> months. (Stairs, Jack stands and blocking included)	\$ _____
2	Transport from Site/Takedown Cost (if required)	\$ _____
Subtotal		\$ _____
HST 13%		\$ _____
Total		\$ _____

Annex B

Option 2: From 01 April 2015 to 31 March 2016

Item No.	Description	Extended Price
1	Supply a Mobile Building customized to meet specifications listed in Annex A. Rental cost of \$ _____ per month for an estimated <u>12</u> months. (Stairs, Jack stands and blocking included)	\$ _____
2	Transport from Site/Takedown Cost (if required)	\$ _____
Subtotal		\$ _____
HST 13%		\$ _____
Total		\$ _____

Option 3: From 01 April 2016 to 31 March 2017

Item No.	Description	Extended Price
1	Supply a Mobile Building customized to meet specifications listed in Annex A. Rental cost of \$ _____ per month for an estimated <u>12</u> months. (Stairs, Jack stands and blocking included)	\$ _____
2	Transport from Site/Takedown Cost	\$ _____
Subtotal		\$ _____
HST 13%		\$ _____
Total		\$ _____

Annex C

EVALUATION CRITERIA

1. Mandatory Evaluation Criteria

1. Proposals MUST meet all of the following mandatory requirements. Proposals must be supported by proper and adequate detail, particularly where a mandatory item requires supporting evidence. Those not meeting all of these mandatory requirements will be given no further consideration.
2. The mandatory evaluation criteria are:

	Mandatory Technical Specification	Supporting documentation (please indicate where this information can be found in your Bid)	Met/Not Met
M1	Overall Requirements		
1.1	Mobile building, 16'(+/- 1') wide by a minimum 70' long		
1.2	Electric service entrance located at "office" end of building.		
1.3	All electrical systems must conform to appropriate Canadian Standards Association (CSA) Canadian Electrical (CE) Codes.		
1.4	Meets CSA Certification of Modular construction under the CSA – A277 Program		
1.5	Meets 2005 National Building Code Part 9 as amended by Province of New Brunswick		
M2	Exterior Requirements		
2.1	2 - 36" wide by 80" high entry doors: <ul style="list-style-type: none"> ▪ Same side of building ▪ Opposite ends ▪ Key locked the same 		
2.2	42" wide stairs with 48" (+/- 6") by 48" (+/- 6") top platform located at both entries		
2.3	Outdoor lighting at both entries		
2.4	2 ground fault interrupter (GFI) receptacles beside both entries		
M3	General Interior Requirements		
3.1	Climate controlled environment: <ul style="list-style-type: none"> ▪ Air Conditioning ▪ Electric Heat 		
3.2	Commercial grade linoleum (or equivalent) floor manufactured for an industrial, high traffic environment (no carpet)		

Annex C

3.3	Interior walls must be capable of hanging a weight of a minimum 45 kilograms		
3.4	Interior walls will be made of gypsum type material, no wood or metal		
3.5	Individual lighting for office and common area with 3-way switches at both entries.		
M4	Common Area		
4.1	Minimum 8 electrical outlets in common area: <ul style="list-style-type: none"> ▪ Evenly spaced ▪ Two separate circuits ▪ Capable of supporting various electronics (15 to 20 Amp) 		
4.2	Minimum of 6 windows, minimum size 3' x 2'		
4.3	2 cable outlets, one centered between entries, one centered on back, 16' wall		
M5	Office Area		
5.1	1 - 36" wide by 80" high interior office door with locking deadbolt		
5.2	Service window between office and common area, 42" above floor and 48" (+/- 6") wide by 42" (+/- 6") with lockable shuttered service door		
5.3	Bottom edge of service window topped with 8" (+/- 1") wide wood (or similar) shelf		
5.4	Minimum 5 electrical outlets in office space, capable of supporting multiple sliding glass door refrigerators, freezers, and/or microwaves (30 Amp)		
5.5	Minimum 2 phone jacks and 2 internet jacks		
5.6	Minimum of 2 windows, minimum size 3' x 2'		
5.7	"L" shaped counter with storage shelves below service window: <ul style="list-style-type: none"> ▪ Long leg: 10' long, 2' deep, 36" high (+/- 1") ▪ Short leg: 4' long, 2' deep, 36" high (+/- 1") 		
5.8	"L" shaped counter with storage shelves below opposite of service window; <ul style="list-style-type: none"> ▪ Long leg: 6' long, 2' deep, 36" high (+/- 1") ▪ Short leg: 4' long, 2' deep, 36" high (+/- 1") 		

Annex C

5.9	Upper cupboards with doors and 3 shelves above counter opposite of serving window		
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Bidders must meet all Mandatory Technical Specification requirements, in order to be considered further during the evaluation stage.

Annex C

1.2 Point-Rated Evaluation Criteria

1. In addition to meeting all of the mandatory requirements, the proposal will be evaluated and scored in accordance with specific evaluation criteria as detailed in this section.
2. The point-rated evaluation criteria are:

	Rated Technical Specification	Supporting documentation (please indicate where this information can be found in your Bid)	Total Technical Score
R1	Total square footage of proposed mobile building: 1 sqft = 1 point Minimum Score = 1,050 points		

2. Financial Evaluation

2.1 The “Total Evaluated Cost” will be the sum of the following:

1	Supply a Mobile Building, including stairs, jack stands and blocking for the initial contract period. (____ months)	\$ _____
2	Supply a Mobile Building, including stairs, jack stands and blocking for the first option period. (12 months)	\$ _____
3	Supply a Mobile Building, including stairs, jack stands and blocking for the second option period. (12 months)	\$ _____
4	Supply a Mobile Building, including stairs, jack stands and blocking for the third option period. (12 months)	\$ _____
5	Transport to Site/Set Up Cost	\$ _____
6	Transport from Site/Takedown Cost	\$ _____
Total Evaluated Cost		\$ _____



**FOR GOVERNMENT USE ONLY
POUR USAGE DU GOUVERNEMENT SEULEMENT**

Special Investigations Directorate File No.
N° de dossier de la Direction des enquêtes spéciales

Date Received (Y-A M D-J)
Date de réception

**CONSENT TO A CRIMINAL RECORD VERIFICATION
CONSENTEMENT À LA VÉRIFICATION DE L'EXISTENCE D'UN CASIER JUDICIAIRE**

This form must be completed and signed by each individual who is currently on the Board of Directors of the Bidder/Offeror/Supplier and provided with the Bid/Offer/Arrangement.

Le présent formulaire doit être rempli et signé par chaque membre du conseil d'administration du soumissionnaire/de l'offrant/du fournisseur et fourni avec la soumission/l'offre/l'arrangement.

**A PRIVACY ACT STATEMENT
ÉNONCÉ CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS**

The personal information requested on this form is collected under the authority of subsection 750(3) of the *Criminal Code*, paragraph 42(1(c)) of the *Financial Administration Act*, and sections 7 and 21 of the *Department of Public Works and Government Services Act*. The information will be used for validating the criminal conviction certifications necessary for obtaining or maintaining a procurement instrument. It may be shared with other government departments, agencies, as well as provincial, territorial, and federal courts, within the limits of what is required to conduct the criminal conviction verification.

A refusal to provide information will result in the bid/offer/arrangement being rejected or the contract terminated, the standing offer being set-aside or the supply arrangement being cancelled, as applicable.

The personal information is described in personal information bank PWGSC PPU 184 - Integrity Assessment Program. Individuals have a right of access to, correction of and protection of their information in accordance with the *Privacy Act*.

Les renseignements personnels demandés dans le présent formulaire sont recueillis en vertu du paragraphe 750(3) du *Code criminel*, du paragraphe 42(1(c)) de la *Loi sur la gestion des finances publiques* et des articles 7 et 21 de la *Loi sur le ministère des Travaux publics et des Services gouvernementaux*. Ces renseignements seront utilisés pour valider les attestations de condamnation au criminel nécessaires pour obtenir ou conserver un instrument d'approvisionnement. Les renseignements peuvent être diffusés à d'autres ministères et organismes fédéraux, ainsi qu'à des tribunaux provinciaux, territoriaux et fédéraux, dans les limites de ce qui est requis pour la vérification des condamnations au criminel.

À défaut de fournir les renseignements demandés, la soumission/l'offre/l'arrangement sera rejeté ou le contrat résilié, l'offre à commandes sera mise de côté ou l'arrangement en matière d'approvisionnement sera annulé, selon le cas.

Les renseignements personnels sont décrits dans les fichiers de renseignement personnels n° TPSGC PPU 184 - Programme de l'évaluation de l'intégrité. Les personnes ont le droit d'accéder aux renseignements personnels qui les concernent, ainsi que de les faire corriger ou protéger, conformément à la *Loi sur la protection des renseignements personnels*.

**B BIOGRAPHICAL INFORMATION - Must be completed by the individual
RENSEIGNEMENTS BIOGRAPHIQUES - À remplir par l'individu**

Family Name (Last Name) - Nom (de famille)

Family Name at Birth - Nom de famille à la naissance

Full Given Names (No initials) - Prénoms au complet (aucune initiale)

All other previously used names (i.e. maiden name, previously married names, legal name change, nicknames)
Tout autre nom utilisé (tel que nom de jeune fille, noms maritaux précédents, changement de nom légaux, sobriquets)

Gender - Sexe

☐

Male
Masculin

☐

Female
Féminin

Date of Birth - Date de naissance (Y-A M D-J)

**Current Residential Information
Information résidentielle actuelle**

Apartment No. - N° d'appartement

Street No. - N° civique

Street Name - Nom de la rue

City - Ville

Province

Postal Code - Code postal

C	CONSENT - Must be signed by the individual CONSENTEMENT - Doit être signé par l'individu
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I, the undersigned, confirm that I have read and understand the above *Privacy Act* statement and that I consent to the collection and use of my personal information as described therein.

Je, soussigné, confirme avoir pris connaissance de l'Énoncé concernant la *Loi sur la protection des renseignements personnels* et consens à la collecte et à l'utilisation des renseignements personnels fournis aux présentes.

Signature	
Print Name - Nom en lettres moulées	Date (Y-A M D-J)

D	ADMINISTRATIVE INFORMATION - Internal Government Use Only RENSEIGNEMENTS ADMINISTRATIFS - Pour usage interne du gouvernement seulement	
Requesting Branch/Sector/Directorate/Division - Direction générale/Secteur/Direction/Division requérante		
Solicitation/Proposed Contract No. - N° de la demande de soumission/N° du contrat		Date of Request (Y-A M D-J) Date de la demande
Requesting Contact Person - Personne-ressource requérante	Contact Person Tel. No. - N° de tél. de la personne-ressource	