

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

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Title - Sujet Log Books -aircraft & correction	
Solicitation No. - N° de l'invitation T8493-110055/A	Date 2012-04-10
Client Reference No. - N° de référence du client T8493-110055	
GETS Reference No. - N° de référence de SEAG PW-\$\$CW-020-60236	
File No. - N° de dossier cw020.T8493-110055	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-04-24	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Werk(cw), Janet	Buyer Id - Id de l'acheteur cw020
Telephone No. - N° de téléphone (613) 998-3968 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF TRANSPORT AIRCRAFT SERVICES DIRECTORATE 200 COMET PRIVATE OTTAWA Ontario K1V9B2 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

Communication Procurement Directorate/Direction de
l'approvisionnement en communication
360 Albert St./ 360, rue Albert
12th Floor / 12ième étage
Ottawa
Ontario
K1A 0S5

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

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PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation and resulting contract document is divided into six (6) parts plus annexes as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation and states that the Bidder agrees to be bound by the clauses and conditions contained in all parts of the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, if applicable, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided; and
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment and the visuals for reference.

2. Summary

The Department of Transport Canada requires the supply and deliver of three different log books (for up to a maximum total of 575) - Condition and Correction Log books; Helicopter Journey Logbooks - Specifications and Aeroplane Journey Logbooks – Specifications

Phased deliver : **Phase 1 must be delivered on or before May 31**

Phase 1: Transport Canada requires Aeroplane log books for 5 aircraft (total of 50) and Helicopter log books for 12 aircraft (total of 120) on a priority basis. **These deliverables MUST be** received on or before May 31, 2012.

Phase 2 all remaining deliverables Must be received on or before **June 29, 2012**.

Preferred delivery for all deliverables is by May 31, 2012

The requirement is limited to Canadian goods and/or services.

3. Debriefings

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

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/achoenj>.jsp) Manual issued by Public Works and Government Services Canada.

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

The 2003 (2012-03-02) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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.

Due to the nature of the bid solicitation, bids may be transmitted by facsimile to PWGSC.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

4. Applicable Laws

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory

specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

5. Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications 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 seven (7) calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

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PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Financial Bid (1 hard copy).

Section II: Certifications (1 hard 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.

Section I: Financial Bid

- 1.1** Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B". The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

Section II: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included. The submitted firm lot prices in Annex B: Basis of Payment, will be added together to obtain the evaluated price.

1.1.1 Mandatory Financial Criteria

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

2. Basis of Selection

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

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications 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. 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.

1.1 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

1.2 Canadian Content Certification

1.2.1. SACC Manual clause A3050T (2010-01-11) Canadian Content Definition.

1.2.2. This procurement is limited to Canadian services.

The Bidder certifies that:

() the service offered is a Canadian service as defined in paragraph 2 of clause A3050T.

PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

1. Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

2. 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.

2.1 General Conditions

2030 (2011-05-16), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

3. Security Requirement

There is no security requirement associated with this procurement.

4. Term of Contract

The contract will expire July 17, 2012.

4.1 Delivery Date

Phased deliver as described below.

Phase 1 must be delivered on or before May 31

Phase 1: Transport Canada requires Aeroplane log books for 5 aircraft (total of 50) and Helicopter log books for 12 aircraft (total of 120) on a priority basis. **These deliverables MUST be** received on or before May 31, 2012. See Appendix 1 to the Statement of work for details.

Phase 2 all remaining deliverables Must be received on or before **June 29, 2012**.

Preferred delivery for all deliverables is by May 31, 2012

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Janet Werk
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Communication Procurement Directorate
12th Floor, 360 Albert Street
Ottawa, ON K1A 0S5
Telephone: 613-993-3968 Facsimile: 613-993-2581
E-mail: janet.werk@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

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work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

5.2 Project /Technical Authority

The Project /Technical Authority for the Contract is:

The information will be provided in the contract.

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

5.3 Contractor's Representative (Please Fill in)

Name and telephone number of the person responsible for:

General Enquiries

Name: _____

Title: _____

Telephone no.: _____

Facsimile no.: _____

E-mail address: _____

Delivery follow-up

Name: _____

Title: _____

Telephone no.: _____

Facsimile no.: _____

E-mail address: _____

6. Payment

6.1 Basis of Payment - Firm Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price per logbook, as specified in Annex B for a cost of \$ _____ (*amount inserted 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 Limitation of Price

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

6.3 Multiple Payments

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

7. Invoicing Instructions

7.1. 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.

7.2. Invoices must be distributed as follows:

(a) The original must be forwarded to the consignees for certification and payment:

(b) One (1) copy must be forwarded to:
Public Works and Government Services Canada
Communication Procurement Directorate
Constitution Square Building
360 rue Albert, 12th Floor
Ottawa, Ontario. K1A 0S5
Attn: Janet Werk

(c) One (1) copy must be forwarded to:

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 **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 2030 (2012-03-02) General Conditions - Higher Complexity - Goods;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated

11. Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

12. SACC Manual Clauses

THE FOLLOWING TERMS AND CONDITIONS ARE INCORPORATED HEREIN.

P1016C

Quality Levels for Binding

01/11/2010

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P1010C	Quality Levels for Printing	01/11/2010
P1005C	Packaging and packing of Printed Products	01/11/2010
B7500C	Excess Goods	16/06/2007

ANNEX A STATEMENT OF WORK

A.1 TITLE: Logbooks: Condition and Correction; Helicopter Journey - Specifications; Aeroplane Journey – Specifications

A.2 DESCRIPTION: For the supply and delivery of: **Condition and Correction Logbooks; Helicopter Journey Logbooks - Specifications; and Aeroplane Journey Logbooks– Specifications.** Delivery to Transport Canada in Ottawa.

A.3 PRINT QUALITY : Informational, to be in accordance with the Public Works and Government Services Canada publication entitled "Quality Levels for Printing" (P1010C) and /or "Quality Levels for Binding" (P1016C), latest issues.

A.4 LOG BOOKS

A4.1 TITLE: Condition and Correction Log books

DESCRIPTION: Form # ASD-MP-01

Ten (10) different Helicopter Condition & Correction Log books with wrap around cover for stop card; cover page and 50 sets of a 3 part carbonless form with sequential crash numbering in red on all parts. Black text and sequential number differ for each set of 5 books as per Appendix 1: Legacy Information to Annex A. (The legacy information is the aircraft specific information that is printed in red ink in the header portion of each page specific to each set of 5 books and includes the start point for the continued sequential numbering).

QUANTITIES: 5 each 10 Different Helicopter Condition & Correction Books: 50 Logs total**
5 (or 10) each 13 Different Aeroplane Condition and Correction Books: 70 Logs total**

** The book construction is the same for all. The basic form ASD-MP-01 is the same. The logs are numbered such that there is a continuous record of sequential page numbering. Therefore the numbering for each set of 5 may be unique depending on where the last printing left off. Also, the prefilled aircraft information in red ink in the header on each page is unique to each set of 5 books.

SIZE: Finished size of each Log book: 14" width x 8-½ "height;
Flat size of wrap around cover for stop card: 28-9/16" width x 8-½ " height including:
- 11/16" w x 8-½ "h: Fold over for binding edge on Left front
- 5/8"w x 8-½ "h: spine at left and right
- 13-1/8"w x 8-½ "h: stop card on front (at top)
- 14-1/8"w x 8-½ "h: back cover (on bottom)
Page 1 (cover page): 14" width x 8-½ "height;
Carbonless sets: 14" width x 8-½ "height;

STOCK: Cover: White, Cono Twin or approved equivalent*, 18pt
Page 1 (cover page): Cream, uncoated cover, vellum finish, 9.5/10pt,
Inside pages (3 part carbonless sets): Superior Carbonless or approved equivalent*,
Part 1: CB White, 40M
Part 2 CFB Green, 40M
Part 3 CF Blue, 40M

- INK:** Wrap around cover with stop card: Numbering in red in two (2) locations on left cover spine. Sequence Number (6 digits including zeros) in one (1) location and Report number (3 digits) in the other.
- Page 1 (cover page): Does not print
 - 3 Part carbonless forms: Black + crash numbering in red, no bleeds.
 - Black prints same all parts.
 - Sequential crash numbering in red, same all parts (sequentially numbered set to set)
 - Screened background in black shading Range 5-10%

BINDING/CONSTRUCTION:

- Assemble 50 sequentially numbered sets per book + Page 1 (cover page) and wrap around cover for each log book
- Perforation along the 8-1/2" way, at front on parts 2 & 3 (blue and green) of carbonless sets at 12/16" from left edge. No perforation on Part 1.
- Binding at left. Three (3) side stitches & two (2) holes drilled 1/4" diameter Size 4-1/4" Center to center (pitch centered) as per sample provided.
- Score line from left at 11/16" , 1-5/16" ; 15-7/16", 16-1/16" for folds

A.4.2 Title: Helicopter Journey Logbooks - Specifications

DESCRIPTION: Form #27-0108

29 different Helicopter Journey Log books with wrap around cover for stop card, clear flexible Mylar front cover (page 1), Inspection sheet (page 2), Control Sheet and 50 sets of 3 part carbonless forms printed in red with sequential crash numbering in red on all parts. First set differs from sets 2 - 50.

Red and sequential number differ for each set of 5 or 10 books as per Appendix 1 : Legacy Information to Annex A. (The legacy information is the aircraft specific information that is printed in red ink in the header portion of each page specific to each set of 5 or 10 books and includes the start point for the continued sequential numbering) and Annex C Visuals for reference.

QUANTITY: 5 (or 10) each 29 Different Helicopter Journey Log Books: 180 Logs total

SIZE: Finished size of each Log book: 14" width x 8-½ "height;

Flat size of wrap around cover for stop card: 28-9/16" width x 8-½ " height including:

- 11/16" w x 8-½ "h: Fold over for binding edge on Left front
- 5/8"w x 8-½ "h: spine at left and right
- 13-1/8"w x 8-½ "h: stop card on front (at top)
- 14-1/8"w x 8-½ "h: back cover (on bottom)

Mylar cover page (Page 1): 14" width x 8-½ "height;

Inspection sheet (Page 2): 7-1/4" width x 8-½ "height;

Control sheet (Page 3): 14" width x 8-½ "height;

Carbonless sets: 14" width x 8-½ "height.

STOCK: Cover: White, Cono Twin or approved equivalent*, 18pt

Page 1 (cover page): 5 mil, clear flexible Mylar,

Inspection sheet (Page 2): 40M Blue bond, Rockland or approved equivalent*;

Control sheet (Page 3): White, 10pt, Polyart or approved equivalent*;

Inside pages (3 part carbonless sets): Superior Carbonless or approved equivalent*,

- Part 1: CB White, 40M
- Part 2 CFB Canary, 40M
- Part 3 CF Pink , 40M

INK:

Wrap around cover with stop card: Does not print.

Mylar cover page (Page 1): Does not print

Inspection sheet (Page 2): Black on one (1) side, no bleeds;

Control sheet (Page 3): Black and FIP red using special inks as required, on two (2) sides (head to head), no bleeds;

Carbonless sets:

- First set (differs from sets 2 - 50):
Black and FIP red + sequential numbering[^] in red on one (1) side, no bleeds, same all parts, screened background in black 5- 10%, as per sample for construction and artwork supplied.
[^]Sequential numbering of 1st set must be in sequence with the remaining sets (2 - 50) in each log book.
Black text for the 1st set prints the same all books, only FIP red changes only for each aircraft.
- Sets 2 - 50:
Black and FIP red + sequential crash numbering in red (sequential numbering set to set) on one (1) side, no bleeds, same all parts, screened background in black 5- 10%, as per sample for construction and artwork supplied.
Black text for sets 2 - 50

BINDING/CONSTRUCTION:

- Assemble as per the sample for construction supplied with 50 sequentially numbered sets (1st carbonless set is different from sets 2 - 50) per book + Mylar cover page (Page 1) + Inspection sheet (Page 2) + Control sheet (Page 3) and wrap around cover for each log book

- Perforation along the 8-1/2" way, at front on parts 2 & 3 (blue and green) of carbonless sets at 12/16" from left edge. No perforation on Part 1.

-Binding at left. Three (3) side stitches & 2 holes drilled 1/4" diameter, position 4-1/4" Center to center

- Score line from left at 11/16" , 1-5/16" ; 15-7/16", 16-1/16" for folds and fold cover

A.4.3 TITLE: Aeroplane Journey Logbooks – Specifications**DESCRIPTION: Form #27-0110**

18 different Aeroplane Journey Log Books and 10 Generic Aeroplane Journey logbooks with wrap around cover for stop card, clear flexible Mylar front cover (page 1), blue bond inspection (page 2), polyart Control Sheet and 50 sets of a 3 part carbonless form printed in black and red with sequential crash numbering in red on all parts. First set differs from sets 2 - 50.

Black print same all books only red print on parts 2 - 50 changes only for each aircraft .

QUANTITY: 5 (or 10) each 25 Different Aeroplane Journey Log Books: 255 Logs total

SIZE: Finished size of each Log book: 14" width x 8-½ "height;

Flat size of wrap around cover for stop card: 28-9/16" width x 8-½ " height including:

- 11/16" w x 8-½ "h: Fold over for binding edge on Left front
- 5/8"w x 8-½ "h: spine at left and right
- 13-1/8"w x 8-½ "h: stop card on front (at top)
- 14-1/8"w x 8-½ "h: back cover (on bottom)

Mylar cover page (Page 1): 14" width x 8-½ "height;

Inspection sheet (Page 2): 7-1/4" width x 8-½ "height;

Control sheet (Page 3): 14" width x 8-½ "height;

Carbonless sets: 14" width x 8-½ "height.

STOCK: Cover: White, Cono Twin or approved equivalent*, 18pt

Page 1 (cover page): 5 mil, clear flexible Mylar,

Inspection sheet (Page 2): 40M Blue bond, Rockland or approved equivalent*;

Control sheet (Page 3): White, 10pt, Polyart or approved equivalent*;

Inside pages (3 part carbonless sets): Superior Carbonless or approved equivalent*,

- Part 1: CB White, 40M
- Part 2 CFB Canary, 40M
- Part 3 CF Pink , 40M

***approval for equivalent stock must be obtained before the RFP closes.**

INK: Wrap around cover with stop card: Does not print.

Mylar cover page (Page 1): Does not print

Inspection sheet (Page 2): Black on one (1) side, no bleeds;

Control sheet (Page 3): Black and FIP red using special inks as required, on two (2) sides (head to head), no bleeds;

Carbonless sets:

- First set (differs from sets 2 - 50):

Black and FIP red + sequential numbering[^] in red on one (1) side, no bleeds, same all parts, screened background in black 5- 10%, as per sample for construction and artwork supplied.

[^]Sequential numbering of 1st set must be in sequence with the remaining sets (2 - 50) in each log book.

Black text for the 1st set prints the same all books, only FIP red changes only for each aircraft.

- Sets 2 - 50:
Black and FIP red + sequential crash numbering in red (sequential numbering set to set) on one (1) side, no bleeds, same all parts, screened background in black 5- 10%, as per sample for construction and artwork supplied.
Black text for sets 2 - 50

BINDING/CONSTRUCTION:

- Assemble as per the sample for construction supplied with 50 sequentially numbered sets (1st carbonless set is different from sets 2 - 50) per book + Mylar cover page (Page 1) + Inspection sheet (Page 2) + Control sheet (Page 3) and wrap around cover for each log book

- Perforation along the 8-1/2" way, at front on parts 2 & 3 (blue and green) of carbonless sets at 12/16" from left edge. No perforation on Part 1.

-Binding at left. Three (3) side stitches & 2 holes drilled 1/4" diameter, position 4-1/4" Center to center

- Score line from left at 11/16", 1-5/16" ; 15-7/16", 16-1/16" for folds and fold cover

SAMPLES: After award of the contract, the Contracting Authority will send the Contractor a sample for construction of each log book.

OVERRUN / UNDERRUN: No underruns will be accepted. No overruns will be accepted. If overruns are delivered, they will be returned to the supplier or accepted at no cost to Canada.

MATERIAL SUPPLIED: The artwork will be provided to the supplier as a PDF file by e-mail upon contract award . The supplier must allow time in their estimate for verifying the files on the supplied media. The supplier must contact the project authority immediately if the media varies from the description of the material supplied.

PROOFS : 2 sets of blueprints or low resolution digital proofs, trimmed to size. After receipt of electronic files, proofs have to be accounted for within the schedule. Acceptance of proofs by the project authority must be obtained prior to printing.

PACKAGING / SHIPPING / LABELING :

The Contractor must package the item in carton boxes.

- Each box, carton, package shall be labelled showing in block letters at one end the quantity of contents, size, title, form number, purchase order number and if applicable serial number.

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- For all shipment exceeding 0.566 m³ or 15.88 kg (20ft³ or 35 lbs), except for those shipped by courier, the following shall apply:

The Contractor shall strap, and if necessary wrap, shipments on standard 1.22 m x 1.02 m (48 in. X 40 in.) wood pallets. The four-way forklift entry pallet shall be supplied at no charge for DND. Total height, including pallet shall not exceed 1.19 m (47 in). The pallet load shall not extend further than 2.54 cm (1 in.) from any edge of the pallet.

Individual items exceeding 1.22 (48 in.) In length or 453.6 kg (1000 lbs.) shall be secured to larger pallets or shall have 10.16 cm x 10.16 cm (4 in. X 4 in.) Skids securely fastened to the bottom of the item. Skids shall be separated by a minimum of 71.12 cm (28 in.).

- Any exception requires the prior approval of the Contracting Authority.

DELIVERY INSTRUCTIONS:

Deliver to : Aircraft Services Directorate, 200 Comet private, Ottawa

COMPONENTS:

All original material supplied (artwork, electronic media) or created during production (negatives, separations, proofs) for any printing requirement is deemed to be property of the crown and must be returned at no cost at the end of the contract. Supplier is responsible for the delivery of components to the designated location which may differ from the delivery address or destination(s).

Appendix 1

HELICOPTER JOURNEY LOG – LEGACY INFORMATION

- Must be delivered by May 31, 2012

Qty	REG'N - IMM	EST NO. - N. ÉTABL.	MODEL - MODÈLE	SERIAL NO.- N. DE SÉRIE	MANUFAC Turer - FABRICANT	TYPE APP. NO. - N. HOM. DE TYPE	SHEET NO. - N. FEUILLE	Mandatory Delivery Date
5	C-FCGK	102	206B	24	Bell	H2SW	002251	June 29
10	C-FCGQ	106	206B	182	Bell	H2SW	002951	June 29
*10	C-FCGR	107	206B	189	Bell	H2SW	002351	May 31
*10	C-FDOC	109	206B	349	Bell	H2SW	003301	May 31
10	C-FDOE	111	206B	381	Bell	H2SW	002501	June 29
10	C-GCHM	124	206L	45083	Bell	H2SW	003301	May 31
10	C-GCHR	129	206L-1	45220	Bell	H2SW	002851	June 29
10	C-GCHS	130	206L-1	45221	Bell	H2SW	003051	June 29
*10	C-FMOT	202	407	53664	Bell	H2SW	000751	May 31
*10	C-GDOT	203	407	53672	Bell	H2SW	000751	May 31
10	C-GPND	204	407	53833	Bell	H2SW	000501	June 29
*10	C-FDOF	302	212	30536	Bell	H4SW	003201	May 31
*10	C-FDOP	303	212	30567	Bell	H4SW	003201	May 31
10	C-GCHF	304	212	30617	Bell	H4SW	003701	June 29
*10	C-GCHT	306	212	30910	Bell	H4SW	004301	May 31
*10	C-GCGB	308	212	30930	Bell	H4SW	000351	May 31
10	C-GGGM	353	BO 105S CDN-BS-4	S618	MBB	H-79	003651	June 29
10	C-GCHV	354	BO 105S CDN-BS-4	S641	MBB	H-79	003751	June 29
*10	C-GCHW	355	BO 105S CDN-BS-4	S681	MBB	H-79	004451	May 31
10	C-GCHY	356	BO 105S CDN-BS-4	S729	MBB	H-79	005001	June 29
*10	C-GCHU	358	BO 105S CDN-BS-4	S696	MBB	H-79	004651	May 31
10	C-GCFN	359	BO 105S CDN-BS-4	S682	MBB	H-79	003651	June 29
10	C-GCFQ	361	BO 105S CDN-BS-4	S716	MBB	H-79	002951	June 29
5	C-GCFS	362	BO 105S CDN-BS-4	S725	MBB	H-79	003801	June 29
5	C-GCFT	363	BO 105S CDN-BS-4	S726	MBB	H-79	003551	June 29
*10	C-GCFV	365	BO 105S CDN-BS-4	S728	MBB	H-79	003401	May 31
10	C-GCFX	366	BO 105S CDN-BS-4	S730	MBB	H-79	003701	June 29
5	C-GCFY	367	BO 105S CDN-BS-4	S733	MBB	H-79	003651	June 29
Total Books 260								

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AEROPLANE JOURNEY LOG - LEGACY INFORMATION

Must be delivered by May 31, 2012

Qty	REG'N – IMM	EST NO. – N. ÉTABL.	MODEL – MODÈLE	SERIAL NO.– N. DE SÉRIE	MANUFACTUR ER – FABRICANT	TYPE APP. NO. – N. HOM. DE TYPE	SHEET NO. – N. FEUILLE	Mandator y Delivery Date
5	144601	601	CL600-1A11	1040	Canadair	A-131	002601	June 29
5	144615	615	CL600-2A12	3037	Canadair	A-131	003151	June 29
5	144616	616	CL600-2A12	3038	Canadair	A-131	003101	June 29
5	144617	617	CL600-2B16	5533	Canadair	A-131	001501	June 29
10	144618	618	CL600-2B16	5535	Canadair	A-131	001501	June 29
5	C-FGXE	685	C90A	LJ1179	Beech	3A20	001751	June 29
10#	C-FGXG	686	C90A	LJ1139	Beech	3A20	001601	May 31
5	C-FGXH	687	C90A	LJ1162	Beech	3A20	001601	
10#	C-FGXJ	688	C90A	LJ1178	Beech	3A20	001601	May 31
10	C-FGXQ	689	C90A	LJ1192	Beech	3A20	001551	June 29
10	C-FGXS	690	C90A	LJ1207	Beech	3A20	001601	June 29
10	C-FGXU	694	C90A	LJ1140	Beech	3A20	001501	June 29
10	C-FGXX	695	C90A	LJ1151	Beech	3A20	001501	June 29
10	C-FGXZ	696	C90A	LJ1177	Beech	3A20	001501	June 29
5	C-FJXN	852	550	550-0684	Cessna	A-130	003801	June 29
5	C-FJWZ	853	550	550-0685	Cessna	A-130	003601	June 29
5	C-FKCE	854	550	550-0686	Cessna	A-130	003151	June 29
10#	C-FKDX	855	550	550-0687	Cessna	A-130	003151	May 31
5	C-FKEB	856	550	550-0688	Cessna	A-130	003501	June 29
10#	C-FJCZ	858	550	550-0700	Cessna	A-130	003101	May 31
10	C-FLZA	859	550	550-0701	Cessna	A-130	003251	June 29
10	C-FMFM	860	550	550-0702	Cessna	A-130	003301	June 29
10#	C-GCFJ	882	DHC-8-102	020	De Havilland	A-142	003401	May 31
5	C-GCFR	922	DHC-7-150 IR	102	De Havilland	A-120	001001	June 29
*10	*BOOKS WITH NO LEGACY INFORMATION (BLANK). SHEET NUMBERS FOR EACH BOOK 1 TO 50.							June 29
Total Books 195								

CONDITION AND CORRECTION SHEET - LEGACY INFORMATION

Aeroplane

QTY	REG'N - IMM	EST NO. - N. ÉTABL.	REPORT NO. - NO. RAPPORT	SHEET NO. - N. FEUILLE
Books				Start
5	144614	614	614 -	000951
5	144615	615	615 -	000951
5	144616	616	616 -	000951
5	C-FGXJ	688	688 -	000501
5	C-FGXO	692	692 -	000501
5	C-FJXN	852	852 -	000751
5	C-FKCE	854	854 -	000751
5	C-FKEB	856	856 -	000751
5	C-FKLB	857	857 -	000751
5	C-FJCZ	858	858 -	000751
5	C-FMFM	860	860 -	000751
5	C-GCFJ	882	882 -	000751
*10				000001
Total Books 70				

* BOOKS WITH NO LEGACY INFORMATION (BLANK). SHEET NUMBERS FOR EACH BOOK 1 TO 50.

Helicopter

QTY	REG'N - IMM	EST NO. - N. ÉTABL.	REPORT NO. - NO. RAPPORT	SHEET NO. - N. FEUILLE
Books				Start
5	C-GCHM	124	124 -	000501
5	C-FMOT	202	202 -	000501
5	C-GDOT	203	203 -	000501
5	C-FDOF	302	302 -	000501
5	C-FDOP	303	303 -	000501
5	C-GCHF	304	304 -	000501
5	C-GCGB	308	308 -	000001
5	C-GCHY	356	356 -	000501
5	C-GCFV	365	365 -	000501
5	C-GCFY	367	367 -	000501
Total Books 50				

ANNEX B
BASIS OF PAYMENT

Bidders must provide pricing in the format specified in this Annex B - Basis of Payment. Failure to provide prices in the format specified will render the proposal non-responsive.

The all inclusive firm prices include all materials and operations to print, finish to final format, package and ready the complete quantity of the final logbooks for shipping as specified in the Statement of Work (including, but not limited to, all set ups and delivery of proofs) and delivery (shipping) to the specified destination.

Item	LOGBOOK	A) Evaluated Quantity	B) Price per log book	EP Price (A * B)
A4.1	Condition and Correction Log books Form # ASD-MP-01 [5 each 10 Different Helicopter; 5 (or 10) each 13 Different Aeroplane Condition and Correction Books]	120	\$ /log book	\$
A4.2	Helicopter Journey Logbooks - Specifications Form #27-0108 [5 (or 10) each 29 Different Helicopter Journey Log Books]	180	\$ /log book	\$
A4.3	Aeroplane Journey Logbooks – Specifications Form #27-0110 [5 (or 10) each 25 Different Aeroplane Journey Log Books]	255	\$ /log book	\$
		EP Total A4.1+A4.2+A4.3		\$

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Annex C

Visuals for Reference