

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
Pacific Region
401 - 1230 Government Street
Victoria, B.C.
V8W 3X4
Bid Fax: (250) 363-3344

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 COMBUSTION ANALYSIS SYSTEM	
Solicitation No. - N° de l'invitation 23145-130178/A	Date 2012-10-01
Client Reference No. - N° de référence du client 23145-130178	
GETS Reference No. - N° de référence de SEAG PW-\$VIC-240-6048	
File No. - N° de dossier VIC-2-35180 (240)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-11-13	Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
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: Hogg(VIC), Mike	Buyer Id - Id de l'acheteur vic240
Telephone No. - N° de téléphone (250) 363-3916 ()	FAX No. - N° de FAX (250) 363-3344
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATURAL RESOURCES 506 WEST BURNSIDE RD VICTORIA British Columbia V8Z1M5 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

Public Works and Government Services Canada - Pacific
Region
401 - 1230 Government Street
Victoria, B. C.
V8W 3X4

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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Solicitation No. - N° de l'invitation

23145-130178/A

Amd. No. - N° de la modif.

File No. - N° du dossier

VIC-2-35180

Buyer ID - Id de l'acheteur

vic240

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

23145-130178

CCC No./N° CCC - FMS No/ N° VME

PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

To provide Natural Resources Canada, one (1) Combustion Analysis System using resistance furnace combustion technique for simultaneous determination of Carbon and Sulphur in a variety of soil, plant tissue, wood, bark and related materials.. The system is to include all components, features, services and specifications as identified herein.

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.

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 (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 British Columbia.

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

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: 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.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html)

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

1.1 Exchange Rate Fluctuation

C3011T (2010-01-11) Exchange Rate Fluctuation

1.2 SACC Manual Clauses

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

As per attached Annex "A"

1.2 Financial Evaluation

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

2. Basis of Selection

2.1 A0031T - (2010-08-16) , Basis of Selection - Mandatory Technical Criteria

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:

- (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.

2.1 Federal Contractors Program - Certification (A3031T)

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

() 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;

() is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;

() 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;

() has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: _____.

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

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

3. Standard Clauses and Conditions

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

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

3.1 General Conditions

2010A (2012-07-16), 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:

Name: Mike Hogg
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch

Telephone: 250-363-3916
Facsimile: 250-363-0395
E-mail address: mike.hogg@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 Project Authority

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone : ____ ____ ____
Facsimile: ____ ____ ____
E-mail address: _____

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

6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex A "for a cost of \$ _____. 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

C6000C (2011-05-16) Limitation of Price

6.3 Single Payment

H1000C (2008-05-12) Single Payment

7. Invoicing Instructions

H5001C (2008-12-12) - Invoicing Instructions

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 _____.

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);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment
- (e) the Contractor's bid dated _____ (*insert date of bid*)

ANNEX "A" REQUIREMENT

Automated Carbon and Sulphur Combustion Analysis System

MANDATORY REQUIREMENTS

Technical information, photos, and brochures must be submitted with the proposal at solicitation close to clearly demonstrate compliance with the specification detailed within this solicitation. Failure to provide required documentation may render the proposal non-compliant.

Bidder / supplier must be an authorized distributor or manufacturer of the equipment being offered. All systems and components must be in accordance with common industry practice including CSA and applicable ISO standards and test methods. Systems and components must be factory supplied and warranted by the Original Equipment Manufacturer (OEM) as opposed to after-market supplied and warranted.

Installation & Utilities: The supplier will, as part of the bid, indicate the bench space and height requirements for adequate installation, operational function and servicing of the instrument package and provide all utility and additional systems requirements.

MANDATORY REQUIREMENTS

Annex A, section a

DESCRIPTION: To provide Natural Resources Canada, one (1) Combustion Analysis System using resistance furnace combustion technique for simultaneous determination of Carbon and Sulphur in a variety of soil, plant tissue, wood, bark and related materials.

Design Requirements:

1. Combustion module
2. Autoloader
3. Analytical balance
4. PC Workstation with Windows operating system
5. Windows compatible instrument control and data acquisition software

Performance Requirements:

6. Capable of simultaneous determination of total Carbon and total Sulphur in soil, plant tissue, wood, tree bark or related materials.
7. Minimum detection limits: 0.002% Carbon (20 parts per million) and 0.0005% Sulphur (5 parts per million) using a nominal sample weight of 500 milligrams. Larger sample sizes may be used to improve instrument detection limits.
8. Absolute detection: 10 micrograms Carbon and 5micrograms Sulphur for any sample size.
9. Capable of analyzing up to 1gram of soil or 500milligrams of organic matter
10. Capable of analyzing a minimum of approximately 30 samples per hour without user intervention.

SYSTEM COMPONENTS, SERVICES AND SPECIFICATIONS The specifications itemized below are minimum specifications. Where supplier specifications differ, indicate how and state the comparable quality, technology or service offered.

DESCRIPTION: Automated Carbon and Sulphur combustion analysis system capable of performing simultaneous analysis of Carbon and Sulphur in a variety of sample types including but not limited to: soil, plant tissue, wood, tree bark or related materials. The system is to include all components, features, services and specifications as identified herein.	Cross Reference (to bidders technical information)	MET	NOT MET
Combustion Module, with: <ol style="list-style-type: none"> 11. Resistance furnace design using silicon carbide heating elements. 12. Capability of being heated to a minimum of 1450°C. 13. Electronic or manually settable mass flow control of combustion gases 14. Individual Infrared (IR) detector cells for each element with ability to span a broad dynamic range (0-100% Carbon, 0-100% Sulphur) using multiple detector cells per element. 			
Autoloader: <ol style="list-style-type: none"> 15. Minimum capacity of approximately 50 samples 16. Fully integrated with Combustion Module and controlled by Instrument Control Software. 17. Permits unattended operation with ability to insert priority samples into sequence 			
Analytical Balance, with: <ol style="list-style-type: none"> 18. Readability to 0.1mg (0.0001g) 19. Minimum capacity of 100g 20. Communication port and cable for interfacing with computer system and operating software 			
PC Workstation, with: <ol style="list-style-type: none"> 21. Complete, current model dual core (or better) CPU PC workstation with current Microsoft Windows7 Professional version (or better) operating system, a minimum 22" flat panel monitor, and printer. 22. If the instrument requires a dedicated network card for communications then an additional 10/100/1000 Base-T LAN interface must be provided for access to the laboratory's network. 23. At least one on-board serial connection (9 pin, RS232) or external USB-serial converter supplied. 			

Instrument control and data acquisition software: 24. To be fully compatible with current Microsoft Windows operating system installed on the supplied computer. 25. To communicate with and have control over Combustion Module and Autoloader hardware components listed above. 26. To have real time hardware diagnostic screens to assist in hardware troubleshooting and to ensure system components are operating within normal parameters. 27. Capable of simultaneously monitoring and processing data. 28. Has real-time display of peak data and real-time reporting of result values 29. Provides linear and polynomial calibration curves 30. Permits dynamic editing of sample table to allow addition of samples during run 31. Permits import and export of sample tables and results to and from LIMS and spreadsheet applications including Excel 32. Has the ability to print graphs, reports, tables etc, to attached printers.			
The complete system to include: 33. All regulators, traps, particle filters, cables as required for normal system operation. 34. All normally supplied spare parts, tool kits, fittings, and adapters necessary for normal operation and daily routine maintenance. 35. Start-up supply and consumables kit sufficient for 1000 analyses.			
Annex A, section b			
Quality, Standards and Codes i. All items to be new, current production model, and supplied as a complete system by the original equipment manufacturer. ii. Equipment must be supplied to operate on 230V/60 Hz power and bear CSA approval (or equivalent) for use in British Columbia. iii. Documentation of applicable certifications to be supplied			

Performance and Warranty iv. All items to be fully warranted by the manufacturer for on-site service, including parts and labour, for minimum 12 months from date of installation. v. All instrument control software upgrades to be included free of charge for a minimum of 12 months from date of installation vi. Service of all components must be made available in Canada at the consignees location (if required), directly through the equipment supplier.			
Delivery, Installation and Training vii. All items to be delivered on-site, installed and fully operational within 8 weeks of contract award viii. Installation, configuration, start-up and verification of entire system, as well as on-site orientation and operator training to be included ix. Installation to include clean up and removal of packing material and any residue from installation.			
Manuals and Documentation x. Detailed operator, technical and methods manuals to be provided; at least one complete set in hard copy and one set in digital format (pdf) to be included. xi. All manuals and documentation to be written in English			

Solicitation No. - N° de l'invitation

23145-130178/A

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Buyer ID - Id de l'acheteur

vic240

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CCC No./N° CCC - FMS No/ N° VME

23145-130178

VIC-2-35180

ANNEX "B"
BASIS OF PAYMENT

Pricing:

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, Delivered Duty Paid (DDP) Victoria BC Canada V8Z 1M5, Shipping Charges, Installation, Training, Canadian customs duties, and excise taxes included

ITEM	DESCRIPTION	U O I	QTY	FIRM ALL INCLUSIVE UNIT PRICE
1-35, i-xi	Automated Carbon and Sulphur Combustion Analysis System	1	each	\$
GST/HST (as applicable)				\$
TOTAL				\$

Delivery Offered: _____