

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 Repair & Overhaul - Radiators	
Solicitation No. - N° de l'invitation W8486-123653/A	Date 2012-09-14
Client Reference No. - N° de référence du client W8486-123653	
GETS Reference No. - N° de référence de SEAG PW-\$\$BL-265-23178	
File No. - N° de dossier 265bl.W8486-123653	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-10-29	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input checked="" type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Brisard, Pascale	Buyer Id - Id de l'acheteur 265bl
Telephone No. - N° de téléphone (819) 956-0598 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

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
Armoured Vehicles Support/Soutien des véhicules blindés
11 Laurier St./11, rue Laurier
Place du Portage Phase III 6C1
Gatineau
Québec
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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Introduction
2. Summary
3. Security Requirement
4. Debriefings

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Note to Bidders
3. Submission of Bids
4. Enquiries - Bid Solicitation
5. Applicable Laws
6. Facility Visit
7. Foreign Suppliers (GST/HST)

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

1. Certifications Precedent to Contract Award

PART 6 - RESULTING CONTRACT CLAUSES

1. Statement of Work
2. Standard Clauses and Conditions
3. Security Requirement
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
8. Certifications
09. Applicable Laws
10. Priority of Documents
11. Defence Contract
12. SACC Manual Clauses
13. Quality Plan - Contract
14. Release Documents - Distribution

Solicitation No. - N° de l'invitation

W8486-123653/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

265bl

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

W8486-123653

File No. - N° du dossier

265blW8486-123653

CCC No./N° CCC - FMS No/ N° VME

15. Preparation for Delivery
16. Shipping Instructions (DND)
17. Specifications
18. Turn Around Time
19. Post-Contract Award/Progress Review Meeting(s)
20. Work Authorization
21. Work Order and Inspection Report
22. Government Supplied Material
23. Crown Property, Damage to or Loss of
24. Identification Markings
25. Office Services
26. Quarterly Report
27. Work Site Access
28. Production Responsibility

ANNEX A - Technical Statement of Work (SOW) - Leopard 1 C2 Radiators

- Appendix 1 - Illustrated Parts Document
- Appendix 2 - Repair Forecast
- Appendix 3 - Available Parts in CFSS
- Appendix 4 - Work Order Inspection Report

ANNEX B - Logistics Statement of Work (LSOW)

ANNEX C - Basis of Payment

ANNEX D - Bid Price for Bid Evaluation Purposes

ANNEX E - Evaluation Criteria for the Technical Proposal

ATTACHMENTS:

Reference documents:

- Consent to a Criminal Record Verification form - PWGSC-TPSGC 229
- A-LM-184-001/JS-001 - Special Supply Instructions for Repair and Overhaul Facilities
- D-LM-008-036/SF-000 DND Minimum Requirements for Manufacturer's Standard Pack.
- CFTO C-02-015-001/AG-000 - Unsatisfactory Condition Report

PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation is divided into six parts plus attachments and 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;
- 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;
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes includes:

ANNEX A - Technical Statement of Work (SOW) - Leopard 1 C2 Radiators

- Appendix 1 - Illustrated Parts Document
- Appendix 2 - Repair Forecast
- Appendix 3 - Available Parts in CFSS
- Appendix 4 - Work Order Inspection Report

ANNEX B - Logistics Statement of Work (LSOW)

ANNEX C - Financial Proposal - Basis of Payment

ANNEX D - Bid Price for Bid Evaluation Purposes

ANNEX E - Evaluation Criteria for the Technical Proposal

2. Summary

- i. The Department of National Defence has a requirement for Repair and Overhaul (R&O) services for Leopard 1 C2 radiators. The Leopard 1 C2 tank uses 2 radiators to cool the coolant used on the engine. Through normal wear and tear, these radiators require repair and overhaul from time to time. The work will be performed at the Offeror's facility. Components received at the repair facility up to and including the contract expiry date shall be repaired in accordance with the Technical Statement of Work at Annex A, and the terms and conditions stipulated herein in this Request for Proposal.
- ii. The quantities stated in Appendix 2 of the SOW are the estimated annual arisings and are best estimates available. No guarantee can be given that the actual arisings will occur in the quantities indicated.
- iii. The period of the Contract will be from the date of contract award to March 31, 2014 inclusively with the option to extend by three (3) additional one (1) year period.

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- iv. The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT)

3. Security Requirement

- (a) There is no security requirement associated with this requirement.
- (b) Personnel

Contractor Personnel requiring casual access to DND Establishments do not require a security clearance but must be escorted at all times. Names of visitors, place and date of birth, their National Clearance (if any) and proposed date of visits are to be reported to:

National Defence Headquarters
MGen George R. Pearkes Bldg.
101 Colonel By Drive
Ottawa, Ontario K1A 0K2

Attn: D Op Secur 3-3

4. 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.

The text under Subsection 4 of Section 01 - Code of Conduct and Certifications of 2003 referenced above is replaced by:

Bidders should provide, with their bid or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to provide such a list within the required time frame will render the bid non-responsive. Bidders must always submit the list of directors before contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

The text under Subsection 5 of Section 01 - Code of Conduct and Certifications of 2003 referenced above is replaced by:

The Bidder must diligently maintain the list up-to-date by informing Canada in writing of any change occurring during the validity period of the bid, and must also provide Canada, when requested, with the corresponding Consent Forms. The Bidder will also be required to diligently maintain the list and when requested, provide Consent Forms during the period of any contract arising from this bid solicitation.

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

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

2. Note to Bidders

- a) This Request for Proposal, (RFP), is structured so that it will be similar to any resulting Contract. As such the words "Contract" and "Contractor" are to be read as "any resulting Contract" and "proposed Contractor" respectively.
- b) Changes to proposals will not be accepted after the solicitation closing date.
- c) There will be no direct payment by the Crown for any costs incurred in the preparation and submission of proposals resulting from this RFP.

3. 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 transmitted by facsimile to PWGSC will not be accepted.

4. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **ten (10) calendar days** before the bid closing date. Enquiries received after that time may not be answered.

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

5. Applicable Laws

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

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

6. Facility Visit

The Bidder agrees to allow authorized Government Representatives to conduct an on-site visit of the bidder's plant during the proposal evaluation stage, in reference to the requirements of this RFP.

Solicitation No. - N° de l'invitation

W8486-123653/A

Amd. No. - N° de la modif.

File No. - N° du dossier

265blW8486-123653

Buyer ID - Id de l'acheteur

265bl

CCC No./N° CCC - FMS No/ N° VME

W8486-123653

7. **Foreign Suppliers (GST/HST)**

Foreign Suppliers should be aware that Goods and Services Tax (GST) or Harmonized Sales Tax (HST) registration with Canada Revenue Agency is required in order to invoice for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST). Any contracts awarded to foreign suppliers should not include the GST/HST.

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 (4 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 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 demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Solicitation No. - N° de l'invitation

W8486-123653/A

Amd. No. - N° de la modif.

File No. - N° du dossier

265blW8486-123653

Buyer ID - Id de l'acheteur

265bl

CCC No./N° CCC - FMS No/ N° VME

W8486-123653

Section II: Financial Bid

1.1 Bidders must submit their financial bid in accordance with the **ANNEX C - - Basis of Payment** .

1.2 SACC Manual Clauses

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

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

- (a) Technical compliance with the Mandatory Evaluation Criteria as set out at **ANNEX E - Evaluation Criteria for the Technical Proposal**
- (b) **Submission of Quality Plan** as set out in SACC Manual Clause
D5401T(2007-11-30) Quality Plan - Solicitation

1.2 Financial Evaluation

- 1.2.1 Compliance with ANNEX C - Basis of Payment .
- 1.2.2 The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FCA - Free Carrier (Contractor's facility) as per Incoterms 2000.
- 1.2.3 The volumetric data included at ANNEX D - Bid Price for Bid Evaluation Purposes are provided for bid evaluated price determination purposes only. They are not to be considered as a contract guarantee.
- 1.2.4 For bid evaluation and contractor(s) selection purposes only; the evaluated price of a bid will be determined in accordance with ANNEX D - Bid Price for Bid Evaluation Purposes.
- 1.2.5 If there is a discrepancy between the unit prices identified in ANNEX C and ANNEX D the prices identified in **ANNEX C - Basis of Payment** will govern.
- 1.2.6 Failure to provide all pricing as requested in ANNEX C - Basis of Payment for all years (contract period and option years), FCA - Free Carrier at Contractor's facility as per INCOTERMS 2000, will result in your bid being considered non-responsive.

2. Basis of Selection

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

For bid evaluation purposes the evaluated price will be determined as shown in **ANNEX D - Bid Price for Bid Evaluation Purposes**.

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 - Certification

1.1.1 Federal Contractors Program - \$200,000 or more

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to contract award. If the Bidder, or, if the Bidder is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any 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.

2. If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.

3. The 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

- or
- (a) () is not subject to the FCP, having a workforce of less than 100 full-time 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;
- on
- (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 requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;
- (d) () is subject to the FCP, and has a valid certificate number as follows:
 _____ (e.g. has not been declared an ineligible contractor by HRSDC.)

Further information on the FCP is available on the HRSDC Web site.
<http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml>

1.2 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

1.3 Education and Experience

Solicitation No. - N° de l'invitation

W8486-123653/A

Amd. No. - N° de la modif.

File No. - N° du dossier

265blW8486-123653

Buyer ID - Id de l'acheteur

265bl

CCC No./N° CCC - FMS No/ N° VME

W8486-123653

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

1.4 Code of Conduct Certifications

Bidders should provide, with their bids or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has not been received by the time the evaluation of bids is completed, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Bidders must submit the list of directors before contract award, failure to provide such a list within the required time frame will render the bid non-responsive.

The Contracting Authority may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

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

- 1.1** The Contractor shall provide repair and overhaul services for Leopard 1 C2 radiators on an "as and when authorized" basis for items selected and received at the Contractor's plant as follows:

1.1.1 Repair and Overhaul

Repair and Overhaul functions include, but are not limited to; receipt, handling, inspection, disposition, repair and overhaul, packaging. The repair and overhaul services shall be provided in accordance with Annex "A" and "B".

Repair and Overhaul of the items shall be performed in accordance with Annex "A" Technical Statement of Work (SOW) - Leopard 1 C2 Radiators.

The number of items requiring repair during each year of the period of contract is estimated as shown in Appendix 2 - to Annex "A". The quantities stated therein are estimated annual arisings and are the best estimates available. No guarantee can be given the actual arisings will occur in the quantities indicated.

Components received at the repair facility up to and including the contract expiry date shall be repaired by the Contractor in accordance with the terms and conditions of the Contract.

1.1.2 Additional Work Requirements

The Contractor shall dispose of components which are beyond economical repair when requested by the Requisitioning Authority.

The Contractor shall inspect, repair/or repaint reusable containers (in accordance with ANNEX B - Logistics Statement of Work (LSOW) paragraph 4.4.2) on an "as and when authorized" basis. For Containers beyond repair, the Contractor shall ascertain whether a replacement is available from DND. If no replacement is available, the Contractor shall provide his proposal for a replacement.

The Contractor shall supplied spare parts urgently required to effect delivery of Free Flow (components) which are not immediately available from DND on an "as and when authorized" basis in accordance with ANNEX B - LSOW paragraph 3.1.

1.1.3 Subordinate Deliverables

The Contractor shall provide the following deliverables at no additional cost to the Contract.

Item	Consignee	Due Date
- Quality Plan (Article 13)	QAR	90 days after Contract
- Work Order and Inspection Report (Appendix 4 to ANNEX A)	Technical Authority	With each Invoice
- Quarterly Report (Article 26)	Contracting and Requisitioning Authorities	

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

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

3. Security Requirement

- (a) There is no security requirement associated with this requirement.
- (b) Personnel

Contractor Personnel requiring casual access to DND Establishments do not require a security clearance but must be escorted at all times. Names of visitors, place and date of birth, their National Clearance (if any) and proposed date of visits are to be reported to:

National Defence Headquarters
MGen George R. Pearkes Bldg.
101 Colonel By Drive
Ottawa, Ontario K1A 0K2

Attn: D Op Secur 3-3

4. Term of Contract

4.1 Period of the Contract

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

The Contract authorizes services to be provided on an "as required" basis for the items selected and received at the Contractor's Plant from the date of Contract Award until **March 31, 2014**.

Repair/modification of items received and still in process at the end of the period will be completed subject to the financial limitations of the Contract.

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 three (3) additional one (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 thirty (30) 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.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Pascale Brisard

Title: Supply Specialist

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Armoured Vehicle Projects Directorate

Address:

11 Laurier Street

Place du Portage, Phase III, 6C1

Gatineau, Quebec

K1A 0S5

Telephone: 819-956-0598

Facsimile: 819-956-0648

E-mail address: pascale.brisard@tpsgc-pwgsc.gc.ca

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

Solicitation No. - N° de l'invitation

W8486-123653/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

265bl

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

W8486-123653

File No. - N° du dossier

265blW8486-123653

CCC No./N° CCC - FMS No/ N° VME

5.2 Requisitioning Authority

The Requisitioning Authority for the Contract is:

National Defence Headquarters
MGen George R. Pearkes Building
Ottawa, Ontario K1A 0K2

Name: _____

Title: _____

Telephone: ____-____-____

Facsimile: ____-____-____

E-mail address: _____

The Requisitioning Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Requisitioning Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Requisitioning Authority however the Requisitioning Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Technical Authority

The Technical Authority for the Contract is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____-____-____

Facsimile: ____-____-____

E-mail address: _____

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

5.4 Quality Assurance Authority/Inspection Authority

The Quality Assurance Authority is responsible for quality control of all work received under this contract.

National Defence Headquarters
MGen George R. Pearkes Building
Ottawa, Ontario K1A 0K2

Attention: _____

Solicitation No. - N° de l'invitation

W8486-123653/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

265bl

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

W8486-123653

File No. - N° du dossier

265blW8486-123653

CCC No./N° CCC - FMS No/ N° VME

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

5.5 Contractor's Representative

Name and telephone number of the person responsible for:

General enquiries

Name: _____
 Telephone No. _____
 Facsimile No. _____
 E-mail address: _____

Delivery follow-up

Name: _____
 Telephone No. _____
 Facsimile No. _____
 E-mail address: _____

6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid in accordance with the **Basis of Payment - Annex "C"** attached hereto and forming part of this Contract. Goods and Services Tax or Harmonized Sales Tax (GST/HST) is extra, if applicable.

6.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ TBA , Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum when:

- (a) it is 75 percent committed, or

(b) four (4) months before the contract expiry date, or

(c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.

3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.3 SACC Manual Clauses

H1001C	2008/05/12	Multiple Payments
C2801C	2011/05/16	Priority Rating - Canadian Contractors
C2800C	2011/05/16	Priority Rating - U.S Contractor
C2610C	2007/11/30	Customs Duty - DND - Importer
C2608C	2012/07/16	Canadian Customs Documentation
C2605C	2008/05/12	Canadian Customs Duties and Sales Tax - Foreign-based Contractor

7. Invoicing Instructions

A. "Covering" Invoices:

Invoices, which may "Cover" several work orders must be submitted on the supplier's own invoice form and must be prepared to show:

- the date;
- list of the individual work orders including work order number, date and amount of each work order, applicable GST/HST and total amount of each individual work order;
- total amount of "covering" invoice;
- Contract Serial Number: _____;
- Client Reference Number:
- Financial Coding;
- GST Code;
- Procurement Business Number.

B. "Individual" Work Order:

"Individual" work orders must be submitted on the supplier's own form and must be prepared to show:

- the date;
- name and address of the consignee;
- contract item number, quantity, part number, reference number and description;
- breakdown of costs as itemized in the Basis of Payment of the contract document;
- Contract Serial Number;
- Any separate charges (example: GST/HST).

C. Distribution:

-
- i) The original "covering" invoice, accompanied by the individual work orders and supporting documentation, is to be passed to the QAR who shall certify that the work has been performed; the goods have been provided; or the services have been rendered in accordance with the contract. The QAR will return the certified invoice back to the Contractor.
 - ii) The Contractor shall forward the original certified "covering" invoice, accompanied by the individual work orders as supporting documentation, for payment to:

Department of National Defence
National Defence Headquarters
MGen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario, K1A 0K2
Attn: TBA
 - iii) One (1) copy of the certified "covering" invoice, accompanied by the individual work orders to be used as supporting documentation, shall be forwarded to the Contracting Authority.
 - iv) Invoices are not to be submitted more than once a month.
 - v) Invoices are not to be submitted prior to shipment of goods or performance of services. Payment will be made on receipt of satisfactory invoices and written indication by the Inspection Authority that the goods or services described in the invoice is satisfactory.

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 _____. (*Insert the name of the province or territory as specified by the bidder in its bid, if applicable.*)

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 2010C (2012-07-16), General Conditions - Services (Medium Complexity)
- (c) Annex C - Basis of Payment;

- (d) Annex A - Statement of Work;
 (e) Annex "B", Logistics Statement of Work
 (f) the Contractor's bid dated _____ (*insert date of bid*), as amended _____ (*insert date(s) of amendment(s), if applicable*).

11. Defence Contract

The Contract is a defence contract within the meaning of the Defence Production Act, R.S.C. 1985, c. D-1, and must be governed accordingly.

Title to the Work or to any materials, parts, work-in-process or finished work must belong to Canada free and clear of all claims, liens, attachments, charges or encumbrances. Canada is entitled, at any time, to remove, sell or dispose of the Work or any part of the Work in accordance with section 20 of the Defence Production Act.

12. SACC Manual Clauses

G1005C	2008/05/10	Insurance
D5540C	2010/08/16	ISO 9001:2008 - Quality Management Systems - Requirements (QAC Q)
D5510C	2012/07/16	Quality Assurance Authority (DND) - Canadian Based Contractor
D5515C	2010/01/11	Quality Assurance Authority (DND) - Foreign-based and United States Contractor
D5606C	2012/07/16	Release Documents (DND) - Canadian-based Contractor
D5605C	2010/01/11	Release Documents (DND) - United States-based Contractor
D5604C	2008/12/12	Release Documents (DND) - Foreign-based Contractor
D3010C	2012/07/16	Dangerous Goods/Hazardous Products
D6010C	2007/11/30	Palletization
D2025C	2008/12/12	Wood Packaging Materials

13 Quality Plan - Contract

No later than **90** days after the effective date of the Contract, the Contractor must submit for acceptance by the Department of National Defence (DND) a Quality Plan prepared according to the latest issue (at contract date) of ISO 10005:2005 "Quality management systems - Guidelines for quality plans". The Quality Plan must describe how the Contractor will conform to the specified quality requirements of the Contract and specify how the required quality activities are to be carried out, including quality assurance of subcontractors. The Contractor must include a traceability matrix from the elements of the specified quality requirements to the corresponding paragraphs in the Quality Plan.

The documents referenced in the Quality Plan must be made available when requested by Public Works and Government Services Canada or DND.

If the Quality Plan was submitted as part of the bidding process, the Contractor must review and, where appropriate, revise the submitted plan to reflect any changes in requirements or planning which may have occurred as a result of pre-contract negotiations.

Upon acceptance of the Quality Plan by DND, the Contractor must implement the Quality Plan. The Contractor must make appropriate amendments to the Quality Plan throughout the term of the contract

to reflect current and planned quality activities. Amendments to the Quality Plan must be acceptable to DND.

If the Contract includes the option for software design, development or maintenance of software, the Contractor must interpret the requirements of ISO 9001:2008 "Quality management systems - Requirements", according to the guidelines of the latest issue (at contract date) of ISO/IEC 90003:2004 "Software engineering - Guidelines for the application of ISO 9001:2000 to computer software".

14. Release Documents - Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

Copy 1: mail to consignee marked: "Attention: Receipts Officer";
 Copies 2 and 3: with shipment (in a waterproof envelope) to the consignee;
 Copy 4: to the Contracting Authority;
 Copy 5: to: _____
 National Defence Headquarters

Mgen George R. Pearkes Building

101 Colonel By Drive

Ottawa, ON K1A 0K2

Attention: _____

Copy 6: to the Quality Assurance Representative;
 Copy 7: to the Contractor;
 Copy 8: all non-Canadian contractors to:
 DQA/Contract Administration

National Defence Headquarters
 Mgen George R. Pearkes Building
 101 Colonel By Drive

Ottawa, ON K1A 0K2

E-mail: ContractAdmin.DQA@forces.gc.ca.

15. Preparation for Delivery

The Contractor must prepare items for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification D-LM-008-036/SF-000, DND Minimum Requirements for Manufacturer's Standard Pack.

The Contractor must package item in quantities determined by unit of issue.

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

1. Delivery will be FCA Free Carrier at _____ (Contractor's facility) Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.
2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics coordination center by telephone, facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

(Before contract award, the contracting officer will choose only one of the following shipping options, and delete the others.)

- (a) Insert the following for all repair and overhaul contracts where the Contractor is located between Kingston inclusive and westward to the Ontario/Manitoba border:

Inbound Logistics Central Area (ILCA)
 Telephone: 1-866-371-5420 (toll free)
 Facsimile: 1-866-419-1627 (toll free)
 Email: ILCA@forces.gc.ca

OR

- (a) Insert the following for all repair and overhaul contracts where the Contractor is located in Manitoba, Saskatchewan, Alberta, British Columbia, and the National Capital Region inclusive to east of Kingston:

Inbound Logistics Coordination Center (ILCC)
 Telephone: 1-877-877-7423 (toll free)
 Facsimile: 1-877-877-7409 (toll free)
 E-mail: ILHQOttawa@forces.gc.ca

OR

- (a) Insert the following for all repair and overhaul contracts where the Contractor is located in Quebec:

Inbound Logistics Quebec Area (ILQA)
 Telephone: 1-866-935-8673 (toll free), or
 1-514-252-2777, ext. 2323, 2852 or 4673
 Facsimile: 1-866-939-8673 (toll free), or
 1-514-252-2911
 E-mail: 25DAFCTrafficQM@forces.gc.ca

OR

- in (a) Insert the following for all repair and overhaul contracts where the Contractor is located Atlantic (New Brunswick, Prince Edward Island, Nova Scotia, Newfoundland and Labrador):

Inbound Logistics Atlantic Area (ILAA)
 Telephone: 1-866-242-1755 (toll free), or

Facsimile: 1-902-720-1248
 1-866-242-1767 (toll free), or
 1-902-720-2200
 E-mail: w12floglLAA@forces.gc.ca

3. The contractor must provide the following information to the DND Inbound Logistics Coordination Center when arranging for shipment:
 - (a) the contract number;
 - (b) consignee address (for multiple addresses, goods must be packaged and labeled separately with each consignee address);
 - (c) description of each item;
 - (d) the number of pieces and type of packaging (i.e., carton, crate, drum, skid);
 - (e) actual weight and dimensions of each piece type, including gross weight;
 - (f) full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, the International Air Transportation Association Regulations or the applicable Canadian Dangerous Goods Shipping Regulations, and a copy of the Material Safety Data Sheet.
4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labeling, and the marking of each piece with a Transportation Control Number.
5. The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.
6. If the Contractor delivers the goods at a place and time which are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.
7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.

OR

16. Shipping Instructions (DND) - Foreign-based Contractors

1. Delivery will be FCA Free Carrier at _____ (the named place, e.g. Contractor's facility) Incoterms 2000. The Contractor must load the goods onto the carrier designated

by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.

2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics coordination center by telephone, facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

(Before contract award, the contracting officer will choose either shipping option a, b, c, or d, and delete the unused options.)

- (a) Insert the following when the Contractor is located in the United States (U.S.):

Inbound Logistics Coordination Center (ILCC):

Telephone: 1-877-447-7701 (toll free)

Facsimile: 1-877-877-7409 (toll free)

Email: ILHQOttawa@forces.gc.ca

OR

- (b) Insert the following when the Contractor is located in United Kingdom and Ireland:

Inbound Logistics United Kingdom (ILUK):

Telephone: 011-44-1895-613023, or

011-44-1895-613024

Facsimile: 011-44-1895-613047

Email: CFSUEDetUKMovement@forces.gc.ca

In addition, the Contractor must send to ILUK the completed form "Shipping Advice and Export Certificate" by e-mail to: CFSUEDetUKMovement@forces.gc.ca

The shipment of any items above the value of 600 GBP (pound sterling) being exported from the United Kingdom and Ireland will be cleared by DND using Her Majesty's Customs & Excise (HMCE) New Export Systems (NES). The Contractor must comply with HMCE requirements by registering with HMCE or by having a freight forwarder complete the entry. A printed copy of the NES entry Export Declaration clearly displaying the Declaration Unique Consignment Reference Number must be provided by the Contractor and attached to the consignment. The Contractor must ensure that this procedure is carried out for all stores whether they be initial purchase or repair and overhaul export items. HMCE will authorize Canadian Forces Support Unit (Europe) to ship the goods only if the procedure has been adhered to completely and properly by the Contractor.

OR

- (c) Insert the following when the Contractor is located in a country other than Canada, the United States, the United Kingdom and Ireland:

Inbound Logistics Europe Area (ILEA):

Telephone: +49-(0)-2451-717199 or 717200

Facsimile: +49-(0)-2451-717189

Email: ILEA@forces.gc.ca

-
3. The Contractor must provide the following information to the DND Inbound Logistics contact when arranging for shipment:
- (a) the Contract number;
 - (b) consignee address (if multiple addresses, items must be packaged and labeled separately with each consignee address);
 - (c) description of each item;
 - (d) the number of pieces and type of packaging (e.g. carton, crate, drum, skid);
 - (e) actual weight and dimensions of each piece type, including gross weight;
 - (f) copy of the commercial invoice (in accordance with clause C2608C, section 4, of the Standard Acquisition Clauses and Conditions Manual) or a copy of the Canada Border Services Agency form CI1, Canada Customs Invoice;
 - (g) Schedule B codes (for exports) and the Harmonized Tariff Schedule codes (for imports);
 - (h) North American Free Trade Agreement Certificate of Origin (in accordance with clause C2608C, section 2) for the U.S. and Mexico only;
 - (i) full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, or International Air Transportation Association regulations or the applicable Canadian Dangerous Goods Shipping Regulations and a copy of the Material Safety Data Sheet.
4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, the marking of each piece with a Transportation Control Number and customs documentation.
5. The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.
6. If the Contractor delivers the goods at a place and time that are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.
7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.

17. Specifications

The following specifications and publications shall form part of this Contract whenever any work requirement exists that falls within the terms of these documents:

- a. ISO 9001:2008 - Quality management systems - Requirements (QAC Q)
- b. ISO 10005:2005 - Quality management systems - Guidelines for quality plans
- c. A-LM-184-001/JS-001 - Special Instructions - Repair and Overhaul Contractors
- d. D-LM-008-036/SF-000, DND Minimum Requirements for Manufacturer's Standard Pack.
- e. C-02-015-001/AG-000 - Unsatisfactory Condition Report
- f. A-SJ-100-001/AS-000 - Security of Classification Documents (as applicable)
- g. D-LM-008-011/SF-001 - Preparation and use of Packaging and Requirement Codes (as applicable)
- h. D-02-006-008/SG-001 - The Design Change, Deviation and Waiver Procedure (as applicable)

18. Turn Around Time

Equipment shall be processed expeditiously through in-plant repair. Unless otherwise specified the turn around time shall not exceed **90** calendar days. In the event the specified turn around time cannot be attained, the Contractor shall immediately advise the Contracting Authority and the Requisitioning Authority through the Quality Assurance Representative (QAR).

Repair priority will be governed by the Selection Notice and Priority Summary (SNAPS). The principle of "FIFO" (first in first out) per line item shall be observed whenever possible.

19. Post-Contract Award/Progress Review Meeting(s)

1. Post-Contract Award Meeting

If necessary, a post-contract award meeting will be scheduled with representatives of Canada. This is to ensure that a fully detailed repair and inspection procedure is established for the repair and overhaul work to be performed in accordance with the DND specifications provided and all other specifications referred to in this contract.

2. Progress Review Meetings (PRM)

Progress Review Meetings shall be held to review the total Contract status as of the review date, and to present the opportunity for the resolution of all current and unresolved issues known as of that date. PRMs shall be held, as a minimum, annually at the Contractor's Plant. The review meetings shall concentrate on management and contractual level issues, and shall address overall program status including resource allocation, priorities, funding levels and the identification of potential risk areas.

3. Meeting Agendas

The Contractor shall prepare and deliver a Meeting Agenda for each meeting.

4. Record of Decisions

The Contractor shall appoint a person who is not a participant in the meeting to record the decisions during each meeting. These records shall be reviewed and approved at the end of the meeting and provided to all participants.

All items in this Article 19 must be provided at no additional cost to Canada.

20. Work Authorization:

1. For Repair and Overhaul:

The Contractor shall repair and/or overhaul only those items for which he has received authorization in accordance with the relevant section of A-LM-184-001/JS-001. The Contractor shall also conform to the direction contained in that publication as applicable and such other Supply procedures as may be advised from time to time in the demanding, handling, packaging, storing, shipping and recording etc. of the DND equipment and stores in its possession. Repair/overhaul priorities will be maintained as per information provided in the Selection Notice and Priority Summary (SNAPS).

2. For Additional Work Requirements (AWR's):

1. Disposal of components which are beyond economical repair - Authorization from the Requisitioning Authority shall be obtained.
2. Reusable containers (repair/or re-paint, replace or provide) ANNEX B - Logistics Statement of Work (LSOW) paragraph 4.4.2) ANNEX B - Logistics Statement of Work (LSOW) paragraph 4.42) - Authorization from the CFQAR shall be obtained.
3. Procurement of spare parts under \$500.00 (IAW Annex B para. 3.1) - Authorization shall be obtained from the CFQAR. Procurement of spare parts which exceed \$500.00 - Authorization from the Requisitioning Authority shall be obtained. In no event shall the total cost of for procurement of spare parts on an individual work order exceed \$1,500.00, without prior authorization from the **Contracting Authority**.

21 Work Order And Inspection Report

The Contractor shall complete the Work Order Inspection Report at Appendix 4 to Annex "A" for each radiator repaired. The completed reports shall be attached to each invoice with an additional copy to the Technical Authority.

22. Government Supplied Material

DND has on hand the parts listed in Appendix 3 of Annex "A". The Contractor shall utilize these repair parts when such parts are required, until the stock is deleted.

Where condemned equipment has been reduced to serviceable spares, the Contractor shall maintain an inventory of serviceable spares in accordance with A-LM-184-001/JS-001.

Canada shall not be billed for parts from these stocks.

23. Crown Property, Damage to or Loss of

The Contractor shall reimburse Her Majesty any cost or expenses due to the damage to or loss of Crown-owned property resulting from this Contract or shall, upon reasonable notice, promptly repair such damage or substitute such loss to Canada's satisfaction.

24. Identification Markings

All equipment assemblies or components, after overhaul or reconditioning shall have the original marking information restored and shall have the following information added immediately adjacent to the original identification markings or previous reconditioning markings:

Reconditioner's Identification, Date of Reconditioning, Work Order Number, Model Number, Serial Number and Inspector's Stamp Number.

25. Office Services

The Contractor shall perform at no additional cost, the administrative support and clerical work necessary to carry out the terms of this Contract with respect to the preparation, filing and transmission of all forms, reports, minutes of meetings and correspondence, relating to the movement, accounting, storage, repair, overhaul, quality control and investigation of materiel covered by this Contract. The provision of this clause shall be deemed to be work as defined 2010C (2012-07-16), General Conditions - Services (Medium Complexity). The Contractor shall make available reasonable office space, equipment and necessary administrative assistance for the Quality Assurance Representative (QAR).

26. Quarterly Report

The Contractor shall generate a written report at no extra cost to the Crown, on a QUARTERLY basis. The Contractor shall forward a copy of the report to the Requisitioning Authority and to the Contracting Authority within one week of the end of the reporting month.

The quarterly reporting periods are defined as follows:

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

During each reporting period, the report shall detail:

- (a) number of units received during the month;
- (b) total number of units received to date;
- (c) number of units in progress and anticipated delivery date;
- (d) number of units repaired and shipped during the month;
- (e) total number of units repaired and shipped to date.

27. Work Site Access

Authorized representatives of Canada must have access to any site where any part of the Work is being carried out at any time during working hours to make examinations and such tests of the Work as they may think fit.

Solicitation No. - N° de l'invitation

W8486-123653/A

Amd. No. - N° de la modif.

File No. - N° du dossier

265blW8486-123653

Buyer ID - Id de l'acheteur

265bl

CCC No./N° CCC - FMS No/ N° VME

W8486-123653

28. Production Responsibility

Components received at the repair facility up to and including the contract expiry date shall be repaired by the Contractor if an open work order has been established. All other components are to be transferred to the new Contractor.

Solicitation No. – No de l'invitation
W8486-123653/A

File no. – No du dossier
265blW8486-123653
Annex A – Statement of Work (SOW)

ANNEX A

**STATEMENT OF WORK
For
FREE FLOW LEOPARD 1 C2 RADIATORS (NSN 2930-12-143-0186)
For
REPAIR and OVERHAUL**

**ANNEX A
TECHNICAL STATEMENT OF WORK
LEOPARD 1C2 RADIATORS**

1.0 SCOPE

1.1 Purpose

The Leopard 1C2 tank uses 2 radiators to cool the coolant used on the engine. Through normal wear and tear, these radiators require repair and overhaul from time to time. The purpose of this Statement of Work is to outline the work to be performed during the repair and overhaul.

1.2 Background

As in any water-cooled engine, radiators must be repaired or replaced occasionally. DND has repaired and overhauled Leopard radiators in the past using both DND facilities and on contract. A requirement exists to have a contract for the repair and overhaul for Leopard radiators.

1.3 Terminology

CFTO	Canadian Forces Technical Order
DND	Department of National Defence
NDQAR	National Defence Quality Assurance Representative
OEM	Original Equipment Manufacturer
R&O	Repair and Overhaul

2.0 ILLUSTRATED PARTS DOCUMENT

2.1 Ref: Appendix 1 to the SOW

3.0 REQUIREMENTS

3.1 Tasks

3.1.1 On receipt, thoroughly pressure clean each radiator in preparation for inspection.

3.1.2 The contractor shall determine if the radiator is identified with a serial #. If a serial # exists, he is to record this number on the work order. If a serial # does not exist, he is to create an eight digit serial # beginning with 4 digits for the year of overhaul and 4 digits identifying the sequence of radiator overhaul for that year (example the fifth radiator being overhauled in 2007 would have a serial # 20070005). He is to record this serial # on the work order.

3.2 Technical Requirements

3.2.1 The contractor shall perform the following on each radiator to determine the extent of repairs required to recondition each radiator:

a. Prior to disassembly, visually inspect and pressure test each radiator to 35 PSI air pressure in a water tank to determine the presence of any leaks and extent of repairs required to recondition the radiator; and

b. The transmission oil cooler shall be removed, visually inspected for damage and pressure tested to 100 PSI. The transmission oil cooler shall be capable of maintaining this pressure for a minimum 30 minutes without any pressure drop. No work is to be performed on the transmission oil cooler, if damage is evident or if leaks are detected during the pressure test, the transmission oil cooler shall be replaced.

3.2.2 Radiators shall be repaired as follows:

a. Both tanks (upper and lower) shall be removed and inspected for signs of damage/deterioration. Defective tanks shall be replaced;

b. Radiator cores displaying advanced signs of corrosion shall be replaced.

c. Core tubing shall be cleaned to allow for maximum circulation of coolant. All scale deposits, lime and dirt shall be removed;

d. If a tube leaks, it shall be welded shut at both ends. No exterior welds are allowed for the purpose of sealing leaks. A maximum of 10% of the tubing may be sealed; if this percentage is exceeded, the core shall be replaced;

e. The exterior of the radiator core shall be pressure cleaned in order to allow for maximum air circulation. It shall also be free of debris such as branches, dirt, oil, etc. Bent fins shall be straightened;

- f. For aesthetic purposes, a plate of perforated copper shall cover any obvious external damage to the core. The plate shall cover the damaged area and be welded in place;
- g. Significant scoring on supports and tanks due to impact or abrasion shall be filled with a commercially available product such as automotive body fill and be smooth surfaced;
- h. Broken or twisted lifting eyes shall be replaced;
- i. Rust shall be removed from the reinforcing brackets. Slight surface corrosion is permitted. Any significantly damaged brackets shall be replaced;
- j. Only new gaskets shall be used during re-assembly;
- k. Threaded holes, including the openings of screw fittings, shall be checked for serviceability. Holes and screw threads shall not be deformed. Damaged helicoils shall be replaced. Clogged holes shall be cleaned;
- l. Only new bolts, nuts and washers shall be used for re-assembly;
- m. Bolts shall be tightened to a torque of 140 in/lb;
- n. The radiator and transmission oil cooler connections shall be clean; their contact surfaces shall be flat and free of gouges, scratches and burrs. Tapped holes shall be free of rust, dirt and sealant residues;
- o. Fan shroud contact surfaces shall be free of any glue or rubber residue;
- p. On completion of all work, the radiator shall be pressurized with 35 PSI of air pressure. The radiator shall show no leakage and shall hold 35 PSI of air pressure for a period of 30 minutes;
- q. A radiator serial number shall be applied to all radiators undergoing repair and overhaul. See para 2 of this SOW for details of the sequence of numbering. Radiators already serialized shall retain that serial number and not be renumbered;
- r. The interior of repaired radiators shall be protected with a mixture of ethylene glycol and water (60/40 Ratio). The mixture shall be circulated so that the entire inner surface is protected; the radiator shall then be drained;
- s. The transmission oil cooler interior shall be protected with SAE 5W30 type oil, in accordance with the method used for the radiator interior;

- t. Prior to painting, plastic caps shall be installed in all openings and remain in place during storage;
- u. The radiator shall be primed with one coat;
- v. The final paint shall consist of two coats of olive drab enamel paint, which is available locally. Avoid applying too much paint on the core - a light spray is sufficient;
- w. The radiator shall be crated for shipping; and
- x. The contractor shall certify compliance to the Inspection report (Appendix 4) specifications and shall initial in the appropriate location as proof of his compliance. The NDQAR shall from time to time verify conformity as required.

3.3 Constraints

3.3.1 At no time during the radiator R&O shall an after market liquid sealer such as "Bars Leak" or "Stop Leak" be used to seal the radiator.

3.3.2 DND shall retain the right to supply the spare parts necessary to complete radiator R&O as long as present supply levels permit. In the event that DND stocks are depleted, the contractor shall contact the Technical Authority for direction. Under no circumstances shall the Contractor purchase spare parts without prior written approval from the Requisition Authority.

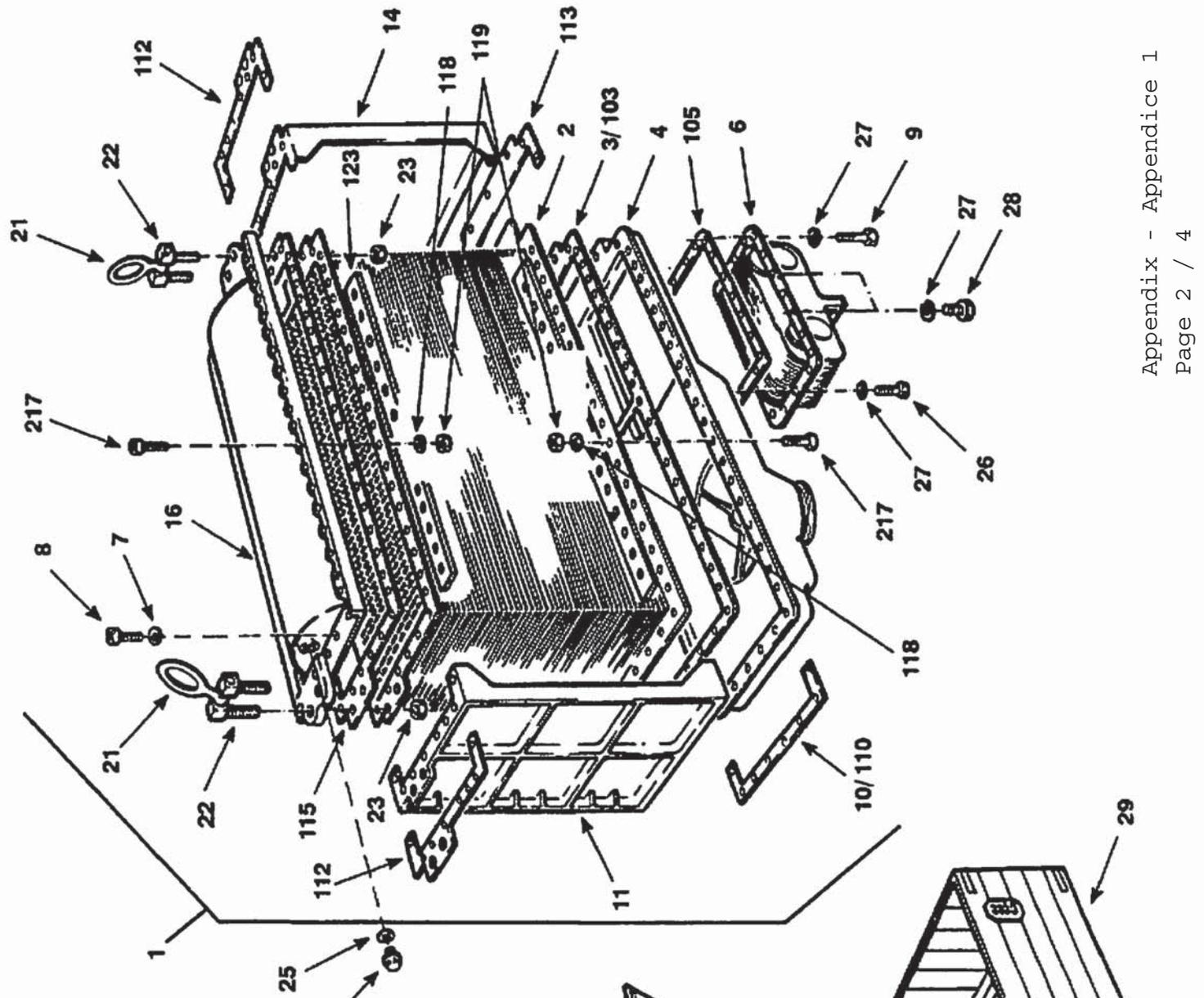
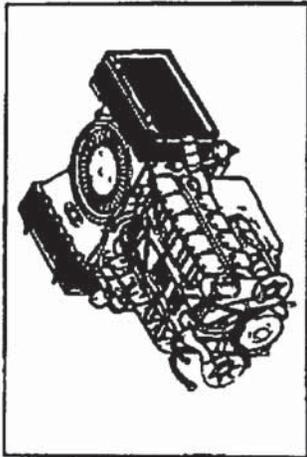
4.0 Deliverables

4.1 The Contractor shall submit reports with respect to the work as requested. The format and frequency of the reports will be determined by the Requisition Authority.

Solicitation No. – No de l'invitation
W8486-123653/A

File no. – No du dossier
265bIW8486-123653

Appendix 1 to ANNEX A
ILLUSTRATED PARTS DOCUMENT
(3 pages attached)

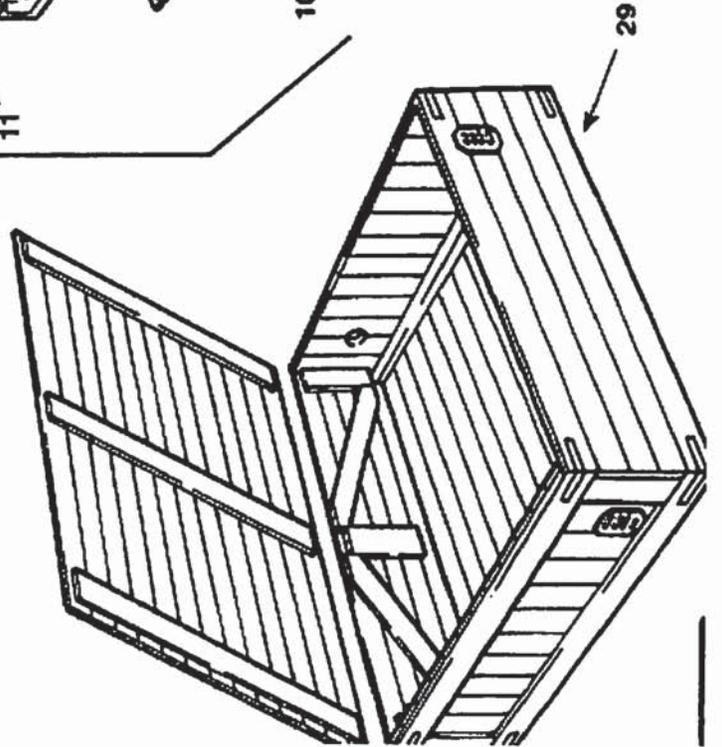


Dimensions of radiator:

Width: 1045mm

Depth: 235mm

Height: 540mm



Exploded View

LEOPARD C2 FAMILY OF VEHICLES COMMON ITEMS

Publication: C-30-730-000/MX-001

ESL: 014607 LEOPARD 1 COMMON FOV

Figure: 48

PAGE: 1
DATE: 06/09/2012

ITEM	PPB	NSN	Manufacturer Ref No	NSCM	CRN	Name	UOI	AC	Price	Qty	A	B	C	D	E
000001	057530	2930-12-143-0186	09-031-10-001	D8093		RADIATOR,ENGINE COO	EA	X	\$13530.00	0002					
000002	057540	2930-12-159-0329	02.348.11.100	D8093		CORE RADIATOR.ENGIN	EA	X	\$2915.00	0001					
000003	057550	5330-12-146-8606	02.348.68.027	D8093		GASKET. RADIATOR BO	EA	X	\$7.93	0001					
000004	057560	2930-12-146-8604	02.348.11.403	D8093		CHAMBER.BOTTOM,RADI	EA	X	\$862.36	0001					
000006	057580	2930-12-145-5775	07.314.70.001	D8093		TRANSMISSION OIL HO	EA	X	\$2094.00	0001					
000007	057590	5310-12-142-8173	DIN137-88-FST-A3P	D8286		WASHER,SPRING TENSI	EA	X	\$0.04	0038					
000008	057600	5305-12-142-2956	DIN912-M8X30-8.8-A2P	D8286		SCREW,CAP,SOCKET HE	EA	X	\$0.04	0018					
000009	057610	5305-12-142-5984	DIN912-M8X50-8.8-A2P	D8286		SCREW,CAP,SOCKET HE	EA	X	\$0.14	0003					
000010	057620	5330-12-146-8608	02-348-68-057	D8093		GASKET. RADIATOR BO	EA	X	\$0.84	0001					
000011	057630	2930-12-164-2601	02.348.11.603	D8093		LATERAL PART,LEFT	EA	X	\$548.69	0001					
000014	057660	2930-12-164-2602	02.348.11.703	D8093		LATERAL PART,RIGHT	EA	X	\$548.69	0001					
000016	057680	2930-12-146-8603	02.348.11.203	D8093		CHAMBER.TOP,RADIATO	EA	X	\$1315.08	0001					
000021	057760	2930-12-146-8610	02.348.68.213	D8093		LIFTING EYE,P/O RAD	EA	X	\$6.37	0002					
000022	057770	5306-12-146-8611	2360-012070.14.0	C2311		BOLT,EYE.	EA	X	\$5.62	0004					
000023	057780	5310-12-142-5828	M10SSN001-8	C0266		NUT,SELF-LOCKING,HE	EA	X	\$0.57	0004					
000024	057800	5365-12-143-3736	DIN7604-A-M16X1.5-ST	D8286		PLUG,MACHINE THREAD	EA	X	\$0.48	0001					
000025	057810	5330-12-156-4514	DIN7603-A16X20-AL	D8286		GASKET-ALUM.,16.2 T	EA	X	\$0.43	0001					
000026	057820	5305-12-142-5970	DIN912-M8X18-8.8-A2P	D8286		SCREW,CAP,SOCKET HE	EA	X	\$0.30	0017					
000027	057830	5310-12-146-2679	DIN7980-8-FST-A3P	D8286		WASHER,LOCK.	EA	X	\$0.03	0020					
000028	057840	5305-12-142-8480	DIN7984-M8X20-8.8-A2P	D8286		SCREW,CAP,SOCKET HE	EA	X	\$0.01	0004					
000029	057850		8115-0002B1334X1014X642	D9478		CONTAINER	EA		\$0.00	0001					
000103	057555	5330-12-328-8830	09.031.68.027	D8093		GASKET,ASBESTOS FRE	EA	X	\$8.00	0001					
000105	057575	5330-12-325-5212	09.031.68.037	D8093		GASKET,ASBESTOS FRE	EA	X	\$21.00	0001					
000110	057625	5330-12-328-8831	09.031.68.057	D8093		GASKET,ASBESTOS FRE	EA	X	\$3.97	0001					
000112	057645	5330-12-328-8832	09.031.68.047	D8093		GASKET,ASBESTOS FRE	EA	X	\$4.85	0002					

Exploded View

LEOPARD C2 FAMILY OF VEHICLES COMMON ITEMS

PAGE: 2
DATE: 06/09/2012

Publication: C-30-730-000/MX-001

ESL: 014607 LEOPARD 1 COMMON FOV

Figure: 48

ITEM	PPB	NSN	Manufacturer Ref No	NSCM	CRN	Name	UOI	AC	Price	Qty	A	B	C	D	E
000113	057655	5330-12-328-8833	09.031.68.067	D8093		GASKET,ASBESTOS FRE	EA	X	\$3.77		0001				
000115	057675	5330-12-328-8834	09.031.68.017	D8093		GASKET,ASBESTOS FRE	EA	X	\$9.00		0001				
000118	057730	5310-12-166-9424	DIN128-A8-A4	D8286		WASHER,LOCK. SPLIT	EA	X	\$0.09		0080				
000119	057750	5310-12-156-3358	DIN934-M8-1.4571	D8286		NUT,PLAIN,HEXAGON.	EA	X	\$0.05		0080				
000123	057790	5340-12-301-7411	02.348.68.243	D8093		STRIP,REINFORCEMENT	EA	X	\$68.60		0004				
000217	057710	5305-12-306-4369	DIN912-M8X40-A4-80	D8286		SCREW CAP SOCKET	EA	X	\$0.18		0088				

**Appendix 2 to ANNEX A
REPAIR FORECAST**

NSN	DESCRIPTION	FORECAST FIRST YEAR Contract award to 31/03/2013	FORECAST SECOND YEAR 4/1/2013 TO 3/31/2014	
2930-12-143-0186	Radiator	45	30	
		OPTION YR 1	OPTION YR 2	OPTION YR 3
		4/1/2014 TO 3/31/2015	4/1/2015 TO 3/31/2016	4/1/2016 TO 3/31/2017
2930-12-143-0186	Radiator	20	20	20

The quantities stated herein are the estimated annual arisings and are the best estimates available. No guarantee can be given that the actual arisings will occur in the quantities indicated.

Government Furnished Material (GFM)

NSN #	Description	UOI	CFSS Price	Max	Min
2930-12-145-5775	Transmission Oil Housing	Ea	\$2,094.00	10	5
2930-12-146-8603	Top Tank	Ea	\$1,315.08	4	2
2930-12-146-8604	Bottom Tank	Ea	\$862.36	4	2
2930-12-146-8610	Lifting Eye	Ea	\$6.37	10	5
2930-12-159-0329	Core Radiator	Ea	\$2,915.00	10	5
2930-12-164-2601	Lateral Part Left	Ea	\$548.69	2	1
2930-12-164-2602	Lateral Part Right	Ea	\$548.69	2	1
5310-12-142-5828	Nut	Ea	\$0.57	20	10
5310-12-156-3358	Nut	Ea	\$0.05	800	400
5310-12-166-9424	Washer Lock	Ea	\$0.09	800	400
5330-12-328-8831	Gasket Asbestos Free	Ea	\$3.97	10	5
5330-12-328-8832	Gasket Asbestos Free	Ea	\$4.85	20	10
5330-12-328-8833	Gasket Asbestos Free	Ea	\$3.77	10	5
5330-12-328-8834	Gasket Asbestos Free	Ea	\$9.00	10	5
5340-12-301-7411	Plate Mending	Ea	\$68.60	6	3
5365-12-143-3736	Plug	Ea	\$0.48	20	10
5310-12-142-8173	Washer, spring tension	Ea	\$0.04	180	90
5310-12-142-2956	Screw cap, socket hexagon	Ea	\$0.04	180	90
5305-12-142-5984	Screw cap, socket hexagon	Ea	\$0.14	30	15
5310-12-144-6214	Nut, plain, hexagon	HD hundred	\$1.64	400	200
5330-12-156-4514	Gasket	Ea	\$0.43	10	5
5305-12-142-5970	Screw, cap, socket head	Ea	\$0.30	130	65
5310-12-146-2679	Washer, lock	Ea	\$0.03	280	140
5305-12-142-8480	Screw cap, socket head	Ea	\$0.01	40	20
5306-12-146-8611	Bolt, Eye	Ea	\$5.62	4	2
5305-12-306-4369	Screw cap, socket hexagon	Ea	\$0.18	880	440
5330-12-325-5212	Gasket	Ea	\$21.00	10	5
5330-12-328-8830	Gasket	Ea	\$8.00	10	5

Appendix 4 to Annex A WORK ORDER AND INSPECTION REPORT

	NSN #	2930-12-143-0186				
Leopard Radiator Repair & Overhaul	W/O - INV. #					
Company Name Contract # Work Order / Inspection Report	P/O - D.N.D. W/O					
	Serial #					
	Date Received:					
	Start Date:					
	Finish Date:					
	Shipping Date:					
Visual Inspection						
Visual Inspection Date: _____						
List Defects / Missing Items found during the Visual Inspection & Initial Test:		Date / Time:				
1 Clean Radiator / Visually Inspected & Tested @ 35 PSI	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 50px;">Passed</td> <td style="width: 50px;">Failed</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	Passed	Failed			
Passed	Failed					
2 Oil Cooler Inspected & Tested @ 100 PSI	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 50px;">Passed</td> <td style="width: 50px;">Failed</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	Passed	Failed			
Passed	Failed					
Repair						
Provide Itemized List of Work Performed:		Date / Time:				
1 Disassembled & Components Inspected						
2 Assembled & Tested @ 35 PSI	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 50px;">Passed</td> <td style="width: 50px;">Failed</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	Passed	Failed			
Passed	Failed					
3 Painted & Identified with Serial #						
Shipping / Verification Details						
CFQAR Notified Ready for Shipping:		Date / Time:				
	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 50px;">Yes</td> <td style="width: 50px;">No</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	Yes	No			
Yes	No					
Received Shipping Instructions:	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 50px;">Yes</td> <td style="width: 50px;">No</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	Yes	No			
Yes	No					
Shipped Via:	Pro # :					
The contractor certifies that the repair and overhaul of this radiator was performed iaw the SOW						

Solicitation No. – No de l'invitation
W8486-123653/A

File no. – No du dossier
265blW8486-123653
Annexe B – Logistics Statement of Work (LSOW)

ANNEX B

**LOGISTICS
STATEMENT OF WORK
For
FREE FLOW LEOPARD 1 C2 RADIATORS (NSN 2930-12-143-0186)
For
REPAIR and OVERHAUL**

1. GENERAL
 - 1.1 AIM
 - 1.2 EXTENT OF WORK
 - 1.3 COMPLETION OF WORK
2. ADMINISTRATION
 - 2.1 RECEIPT
 - 2.2 DISCREPANCIES IN SHIPMENTS
 - 2.3 WORK CONTROL
 - 2.4 Not used
 - 2.5 COSTING RECORDS
 - 2.6 PUBLICATIONS
 - 2.7 OFFICE SERVICE
 - 2.8 OFFICES OF MEETINGS
 - 2.9 PLANT SHUTDOWN/VACATION PERIOD
 - 2.10 STOP REPAIR ACTION
3. MAINTENANCE SUPPORT
 - 3.1 PURCHASE OF SPARE PARTS
 - 3.2 Not used
 - 3.3 EQUIPMENT TURN AROUND TIME (TAT)
 - 3.4 PRIORITY REPAIR REQUEST (PRR)
 - 3.5 Not used
4. SUPPLY SUPPORT
 - 4.1 CONTRACTOR SUPPLY ACCOUNTING
 - 4.2 TRANSACTION DOCUMENTATION
 - 4.3 PRESERVATION AND PACKAGING FAILURE
 - 4.4 REUSABLE CONTAINERS
 - 4.5 STOCKTAKING
 - 4.6 MANAGEMENT OF DND-OWNED SPARES
 - 4.7 EMBODIMENT FEES
 - 4.8 SPARES REVIEW
 - 4.9 LOSS OR DAMAGE TO DND MATERIEL
 - 4.10 SCRAP - CUSTODY AND DISPOSAL
 - 4.11 TRANSPORTATION
 - 4.12 CUSTOMS & EXCISE
 - 4.13 SELECTION NOTICE OBSERVATION MESSAGE (SNOM)
5. REPORTS
 - 5.1 Not used
 - 5.2 Not used
 - 5.3 Not used
 - 5.4 R&O CONTRACTOR EFFECTIVENESS REPORT
6. MISCELLANEOUS
 - 6.1 WARRANTY CONSIDERATION
 - 6.2 CONTRACTOR USE OF DND EQUIPMENT/PUBLICATIONS

1. GENERAL

1.1 AIM

1.1.1 The Contractor shall repair and/or overhaul only those items for which he has received authorization in accordance with the Selection Notice and Priority Summary (SNAPS) for Repairable Materiel Account (RMA) code(s) and/or an approved Repairable Materiel Request (RMR). The Contractor shall conform to such supply procedures as are advised in this SOW related to the management of DND equipment and stores in his possession. DND reserves the right to exercise surveillance over all aspects of the contractor's supply operation. Repair and/or Overhaul priorities will be maintained as advised in the SNAPS. Repair priority for RMRs shall be "Routine" unless otherwise stipulated.

1.2 EXTENT OF WORK

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

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

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

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

1.3 COMPLETION OF WORK

1.3.1 On completion of Repair and/or Overhaul, the Contractor shall prepare and transmit a stock holding code (SHC) change notification in accordance with Part 2 of A-LM-184-001/JS-001.

1.3.2 The following "Contractor Certification" shall be stamped on the CFSS Supply Document and signed prior to the Contractor transmitting the SHC Change Notification: Contractor Notification

I certify that the item(s) listed above have been inspected, tested and conform to all specifications and requirements detailed in the contract or purchase order.

Signature *Date*
(Contractor QC)

2. ADMINISTRATION

2.1 RECEIPT

2.1.1 Upon receipt of DND equipment, the Contractor shall:

2.1.1.1 identify the equipment and ensure authority to repair (SNAPS, RMRs);

2.1.1.2 Open a work order;

2.1.1.3 Carry out a physical check to ensure that the item is complete and is in accordance with the accompanying vouchers;

2.1.1.4 Complete receipt documentation, including any adjustment transactions, work order number; and

2.1.1.5 Action warranty materiel.

NOTE: Work order shall be raised within 48 hours of delivery to plant.

2.1.2 If the Contractor is missing any information or documentation, he shall request it through the Canadian Forces Quality Assurance Region (CFQAR).

2.1.3 For those items where the basis of payment is other than firm fixed price, and based on available information and/or inspection of the item the Contractor shall determine the extent of work required, prepare a cost estimate, and if cost to repair is below the maximum repair cost (MRC), proceed with the repair. Whenever cost to repair threatens to exceed the MRC, the Contractor shall request authority to proceed with the repair in accordance with Part 2 of A LM 184 001/JS 001.

2.2 DISCREPANCIES IN SHIPMENTS

2.2.1 If upon initial inspection, the Contractor identifies equipment as having same form, fit and function as other equipment but as being mis-identified (as per A-LM 184 001/JS 001, Annex B1, para 2).

2.3 WORK CONTROL

2.3.1 The Contractor shall ensure that the repair of all DND equipment is controlled by a serial numbered work order in accordance with Part 2 of A LM 184 001/JS 001. Upon completion of work, the work order shall include at least the following:

2.3.1.1 a contract serial number against which all costs incurred are chargeable;

2.3.1.2 the Nato Stock Number(NSN) and/or Part Number (PN), description, quantity and serial number, if any, of item repaired;

2.3.1.3 a cross-reference to all Supply Documents. This includes receipt, issues and returns, including scrap activity, finalization of repair, inspection, and final acceptance;

2.3.1.4 reference to the applicable technical data;

2.3.1.5 details of the work performed;

2.3.1.6 a list of all the parts, by part number and description, found unserviceable and requiring repair and/or overhaul, ensuring that the repair scheme is referenced;

2.3.1.7 a list of parts required, identifying the stores from which issued (e.g. Contract Issue Spares (CIS), Government Furnished Overhaul Spares (GFOS), Accountable Advance Spares (AAS) or Contractor Furnished Materiel (CFM)).

2.3.1.8 repair cost estimate; and

2.3.1.9 the identity of the person opening the work order.

2.3.2 The Contractor shall provide to the CFQAR, and as necessary amend, a list of Contractor personnel authorized to open work orders.

2.4 Not used

2.5 COSTING RECORDS

2.5.1 The Contractor shall prepare forms and maintain records which will provide:

2.5.1.1 a cost listing, by serial number if applicable, of each item or job lot going through the repair line;

2.5.1.2 a detail of the extent of work carried out, in-process inspections completed and materiel embodied at any stage of the repair process;

NOTE: This data shall be provided as requested by the Requisitioning Authority and/or CFQAR.

2.6 PUBLICATIONS

2.6.1 General procedures with respect to management of publications are contained in Part 11 of A LM 184 001/JS 001. The Contractor shall document requirements for publications and submit to the CFQAR. The Contractor shall develop procedures to control all DND publications in their possession and be responsible for amending all DND publications in his custody. The Record of amendments shall be maintained as indicated in the applicable area of each publication.

2.6.2 Unless otherwise specified, publications may be copied and/or extracts taken from them. As these copies/extracts are not subject to follow-up amendment action, they are not valid for use as a reference document and shall be stamped "FOR INFORMATION ONLY". Contractors shall ensure that any classified documents are provided with the appropriate security, consistent with the provisions of A SJ 100 001/AS 000.

2.6.3 The Contractor shall respond to any request for "verification of publication holdings" which may be requested periodically by DND.

2.7 OFFICE SERVICE

2.7.1 The Contractor shall perform the secretarial and clerical work necessary to carry out the terms of this contract with respect to the preparation, filing and transmission of all forms, reports and correspondence, relating to the movement, accounting, storage, repair, overhaul, quality control and investigation of materiel covered by this contract. The provision of these office services shall be deemed to be work as defined at item (1) of the 2010C (2012-07-16), General Conditions - Services (Medium Complexity).

2.8 OFFICES OF MEETINGS

2.8.1 When minutes of meetings are required, the Contractor shall be responsible for taking them and preparing them in a format approved by the Requisitioning Authority. The Contractor shall submit the minutes to Public Works and Government Services

Canada (PWGSC) or the Requisitioning Authority as directed at the meeting, within ten (10) working days following the meeting.

2.9 PLANT SHUTDOWN/VACATION PERIOD

2.9.1 During plant shutdown and/or vacation periods, the Contractor shall ensure that adequate facilities/personnel are available to ensure the satisfaction of Priority Repair Requests (PRRs). If contractor personnel are not on site during shutdown, a list of names and home phone numbers of those contractor personnel to be contacted during plant closure shall be provided to the CFQAR. It is the Contractor's responsibility to ensure that personnel is available to satisfy PRR requirements once identified.

2.10 STOP REPAIR ACTION

2.10.1 The Contractor shall comply immediately with all stop- repair instructions. Detailed procedures are contained in Part 2 of A LM 184 001/JS 001.

3. MAINTENANCE SUPPORT

3.1 PURCHASE OF SPARE PARTS

If DND supplied parts are urgently required to effect delivery of Free Flow (components) and are not immediately available from DND, then purchase of spare parts may be carried out for the unserviceable part by the prime Contractor at the discretion of and as directed by the CFQAR. In no event shall the cost of the purchase exceed \$1,500.00 per Work Order. If applicable purchase of spare parts are subject to the negotiate rate in the Basis of Payment (ANNEX B).

3.2 Not used

3.3 EQUIPMENT TURN AROUND TIME (TAT)

3.3.1 Unless specifically identified within the contract, equipment Turn Around Time (TAT) to a serviceable state shall be achieved in 90 Calendar days. TAT is defined as that period of time from "date of receipt to date item is reported serviceable". Repair priority is governed by the SNAPS. The principle of "first-in/first-out" (FIFO), shall be observed whenever possible.

3.4 PRIORITY REPAIR REQUEST (PRR)

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

4. SUPPLY SUPPORT

4.1 CONTRACTOR SUPPLY ACCOUNTING

4.1.1 Materiel held on Contractor Repair Parts Account (CRPA), Repair Shop Account (RSA) and Repairable Materiel Account (RMA) shall be accounted for as per the Canadian Forces Supply System (CFSS) automated procedures in accordance with A-LM-184-001/JS-001. Government Furnished Overhaul Spares (GFOS) and Accountable Advanced Spares (AAS) will be accounted for in either a manual or an automated system. Regardless of the system used, the Contractor shall maintain an audit trail acceptable to DND. Further, any automated or manual materiel accounting system shall first be approved by DND. Supply accounting records for DND materiel shall be maintained separate from other company records.

4.2 TRANSACTION DOCUMENTATION

4.2.1 The Contractor's Document Control Group (DCG) facilities will file and retain the following auditable transaction documentation and reports by applicable account, in accordance with Part 3 of A-LM-184-001/JS-001:

- 4.2.1.1 Issue Notices;
- 4.2.1.2 Issue Instructions;
- 4.2.1.3 Issue Advices;
- 4.2.1.4 Receipt Advices;
- 4.2.1.5 Adjustment Transaction;
- 4.2.1.6 Demand Amendment Transactions
- 4.2.1.7 Two Month History of Transactions; and
- 4.2.1.8 Item Conversion History.

4.3 PRESERVATION AND PACKAGING FAILURE

4.3.1 Equipment damaged due to preservation and packaging failures in shipments shall be reported to the CFQAR using form CF 777, Unsatisfactory Condition Report (UCR), supported by photographs in accordance with CFTO C-02-015-001/AG-000.

4.4 REUSABLE CONTAINERS

4.4.1 Not used

4.4.2 The Contractor shall inspect, repair and/or repaint reusable metal or wooden containers. If a requirement to repair, replace or provide a reusable container or other packaging materiel has been identified, it will become a charge against the R&O contract at a negotiated rate shown in the "Basis of Payment".

4.5 STOCKTAKING

4.5.1 The Contractor shall initiate and complete a one hundred per cent (100%) manual stocktaking of RMA, RSA, CRPA (CIS), GFOS and AAS at least once every year in accordance with Part 6 of A-LM-184-001/JS-001.

4.6 MANAGEMENT OF DND-OWNED SPARES

4.6.1 The Contractor is responsible for determining the requirement for spares, obtaining the spares, maintaining custody of the spares, accounting for the spares in an approved manner, issue of the spares for use on the R&O repair line and for the disposal (when so directed) of the spares in accordance with A LM 184 001/JS 001.

4.6.2 Spares shall be used in the following order:

4.6.2.1 Contract Issue Spares (CIS);

4.6.2.2 Government Furnished Overhaul Spares (GFOS);

4.6.2.3 Accountable Advance Spares (AAS); and

4.6.2.4 Contractor Furnished Materiel (CFM).

4.7 EMBODIMENT FEES

4.7.1 On normal transfer or issue of items (spares) between AAS, CIS or GFOS accounts, any embodiment fees shall only be paid once and only upon actual embodiment. Supply accounting records for DND materiel shall be maintained separate from other company records.

4.7.2 On bulk transfer/disposal of items in CIS, GFOS or AAS accounts, embodiment fees, if applicable, are subject to the negotiated rate in the Basis of Payment.

4.8 SPARES REVIEW

4.8.1 In conjunction with the stocktaking schedule, the Contractor shall carry out a review of CIS to determine if holdings of any particular item:

4.8.1.1 exceed the economic stock retention level. The level is normally equal to an estimated four (4) months stock;

4.8.1.2 have become surplus to requirements as a result of a modification, disposal, obsolescent or transfer of the major equipment; and/or

4.8.1.3 are no longer fit for use in the R&O of DND equipment.

4.8.2 In conjunction with the stocktaking schedule, the Contractor shall carry out a review of GFOS to determine if stock holdings include any item which:

4.8.2.1 has become surplus to requirement as a result of removal of the end item from the Selection Notice and Priority Summary(SNAPS);

4.8.2.2 has become redundant because of a modification change notice, product improvement, etc. and;

4.8.2.3 is a catalogued item, which should have been transferred to CIS.

4.8.3 The Contractor shall dispose of and/or transfer spares, which meet the criteria above and shall prepare and handle the necessary documentation associated with the disposal function in accordance with Part 7 of A-LM-184-001/JS-001.

4.9 LOSS OR DAMAGE TO DND MATERIEL

4.9.1 The Contractor shall report to the CFQAR all instances of loss or damage to DND owned materiel in his custody within two (2) working days of confirmation of its discovery.

4.9.2 Loss or damage of materiel in transit shall be actioned in accordance with Part 8 of A LM 184 001/JS 001.

4.10 SCRAP - CUSTODY and DISPOSAL

4.10.1 The Contractor shall safeguard, control, and dispose of the scrap materiel in accordance with Part 7 of A-LM-184-001/JS-001.

4.11 TRANSPORTATION

4.11.1 The Contractor shall be responsible to action all transportation requirements in accordance with Part 8 of A-LM-184-001/JS-001.

4.12 CUSTOMS & EXCISE

4.12.1 DND is responsible for clearing Customs of all DND materiel consigned to R&O Contractors. If a Contractor sub-contracts to an out of country location, the Contractor is responsible for the preparation of all the necessary customs documentation. Customs Brokers shall not be utilized unless specifically authorized by the Requisitioning Authority.

4.13 SELECTION NOTICE OBSERVATION MESSAGE (SNOM)

4.13.1 Contractors wishing to make observations on information contained in the SNAPS, including Maximum Repair Cost (MRC), shall do so by submitting their

observations using the Selection Notice Observation Message (SNOM) in accordance with Part 2 of A LM 184 001/JS 001.

5. REPORTS

5.1 Not used

5.2 Not used

5.3 Not used

5.4 R&O CONTRACTOR EFFECTIVENESS REPORT

5.4.1 The R&O Effectiveness Report is described in Part 2 of A-LM-184-001/JS-001. The Requisitioning Authority will monitor Contractor's Turn Around Time using the R&O Effectiveness Report.

6. MISCELLANEOUS

6.1 WARRANTY CONSIDERATION

6.1.1 Materiel, which has been returned, for warranty consideration will be actioned in accordance with Part 10 of A-LM-184-001/JS-001.

6.2 CONTRACTOR USE OF DND EQUIPMENT/PUBLICATIONS

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

**ANNEX C
BASIS OF PAYMENT**

ITEM 001 - INSPECTION, REPAIR AND OVERHAUL

The Contractor will be paid the following firm unit prices, in Canadian funds, FCA Free Carrier Loaded (Contractor's facility) as per Incoterms 2000, for the Inspection, Repair and Overhaul of each radiator as per the Statement of Work at Annex "A" using DND supplied spare parts listed in Appendix 3 to ANNEX A. Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

CONTRACT AWARD TO 3/31/2013	4/1/2013 TO 3/31/2014	OPTION YR 1 4/1/2014 TO 3/31/2015	OPTION YR 2 4/1/2015 TO 3/31/2016	OPTION YR 3 4/1/2016 TO 3/31/2017
\$ ____	\$ ____	\$ ____	\$ ____	\$ ____

ITEM 002 - EMBODIMENT

The Contractor will be paid an embodiment fee upon actual embodiment of Government supplied spares listed in Appendix 3 to ANNEX A. The percentage shown will be applied to the unit cost (shown in Appendix 3) of the piece(s) being embodied. Goods and Services Tax or Harmonized Sales Tax is extra, if applicable

CONTRACT AWARD TO 3/31/2013	4/1/2013 TO 3/31/2014	OPTION YR 1 4/1/2014 TO 3/31/2015	OPTION YR 2 4/1/2015 TO 3/31/2016	OPTION YR 3 4/1/2016 TO 3/31/2017
____%	____%	____%	____%	____%

Definition of laid-down cost: The cost incurred by a supplier to acquire a specific product or service for resale to the government. This includes the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage, but excludes the Goods and Services Tax and the Harmonized Sales Tax.

ITEM 003 - PROCUREMENT SPARE PARTS

The Contractor will be reimbursed if required to procure GSM spare parts as per Appendix 3 to ANNEX A when not readily available from the Canadian Forces Supply System (CFSS) with prior written approval obtain in accordance with article 20.2.3 of the contract. Goods and Services Tax or Harmonized Sales Tax is extra, if applicable. The percentage shown below will be the profit and G&A and will be applied to the laid-down cost* of the items procured. The Contractor is required to submit copies of their supplier(s) invoice(s) to the Contract Authority and Requisition Authority with the invoice.

CONTRACT AWARD TO 3/31/2013	4/1/2013 TO 3/31/2014	OPTION YR 1 4/1/2014 TO 3/31/2015	OPTION YR 2 4/1/2015 TO 3/31/2016	OPTION YR 3 4/1/2016 TO 3/31/2017
___%	___%	___%	___%	___%

ITEM 004 - REUSABLE CONTAINERS AND/OR SHIPPING CRATES

The Contractor will be reimbursed if required to repair and/or repaint of reusable metal or wooden containers and/or repair or procure shipping crates with prior written approval from the Technical Authority. The percentage shown will be the profit and G&A and will be applied to the laid-down cost of the items procured. Goods and Services Tax or Harmonized Sales Tax is extra, if applicable. The Contractor is required to submit copies of their supplier(s) invoice(s) to the Contract Authority and Requisition Authority.

CONTRACT AWARD TO 3/31/2013	4/1/2013 TO 3/31/2014	OPTION YR 1 4/1/2014 TO 3/31/2015	OPTION YR 2 4/1/2015 TO 3/31/2016	OPTION YR 3 4/1/2016 TO 3/31/2017
___%	___%	___%	___%	___%

ANNEX D

Bid Price for Bid Evaluation Purposes

The contract funding will differ from the total evaluated price of the successful bid.

The Estimates included herein at column A are provided for bid evaluated price determination purposes only. They are not to be considered as a contract guarantee.

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FCA - Free Carrier (Contractor's facility) as per Incoterms 2000.

If there is a discrepancy between the unit prices identified in ANNEX C and ANNEX D the prices identified in ANNEX C - Financial Proposal - Basis of Payment will govern.

ITEM 001, INSPECTION, REPAIR AND OVERHAUL

Fiscal Year (FY)	A	B		C
	Estimated Qty	Unit Price Per ANNEX C Item 001	Total	Extended Price
FY 12/13	45		A X B =	
FY 13/14	30		A X B =	
FY 14/15 Option Year 1	20		A X B =	
FY 15/16 Option Year 2	20		A X B =	
FY 16/17 Option Year 3	20		A X B =	
			Total Extended Price for ITEM 001 =	

ITEM 002 - EMBODIMENT

Fiscal Year (FY)	A	B		C
	Estimated Cost	% Rate Per ANNEX C Item 002	Total	Extended Price
FY 12/13	\$205K	___%	(A X B)	
FY 13/14	\$105K	___%	(A X B)	
FY 14/15 Option Year 1	\$70K	___%	(A X B)	
FY 15/16 Option Year 2	\$70K	___%	(A X B)	
FY 16/17 Option Year 3	\$70K	___%	(A X B)	
			Total Extended Price for ITEM 002 =	

ITEM 003 - PROCUREMENT SPARE PARTS

Year Fiscal (FY)	A	B		C
	Estimated Cost	% Rate Per ANNEX C Item 003	Total	Extended Price
FY 12/13	\$5K	___%	(A X B) + A	
FY 13/14	\$5K	___%	(A X B) + A	
FY 14/15 Option Year 1	\$5K	___%	(A X B) + A	
FY 15/16 Option Year 2	\$5K	___%	(A X B) + A	
FY 16/17 Option Year 3	\$5K	___%	(A X B) + A	
			Total Extended Price for ITEM 003 =	

ITEM 004 - REUSABLE CONTAINERS AND/OR SHIPPING CRATES

Fiscal Year (FY)	A	B		C
	Estimated Cost	% Rate Per ANNEX C Item 004	Total	Extended Price
FY 12/13	\$1000.00	___%	(A X B) + A	
FY 13/14	\$750.00	___%	(A X B) + A	
FY 14/15 Option Year 1	\$500.00	___%	(A X B) + A	
FY 15/16 Option Year 2	\$500.00	___%	(A X B) + A	
FY 16/17 Option Year 3	\$500.00	___%	(A X B) + A	
			Total Extended Price for ITEM 004 =	

Total Evaluated Bid Price

Total Extended Price for Item 001 \$ _____
 + Total Extended Price for Item 002 \$ _____
 + Total Extended Price for Item 003 \$ _____
 + Total Extended Price for Item 004 \$ _____

TOTAL Bid Price for Bid Evaluation Purposes \$ _____

ANNEX E EVALUATION CRITERIA FOR TECHNICAL PROPOSAL

Your proposal must address, in written narrative, all subjects identified in the Technical Evaluation section below.

A. TECHNICAL EVALUATION

1.0 FACILITY

- 1.1 The bidder must identify the facility where the work is to be performed.
 - a. location
 - b. description
 - c. size and/or layout of the work areas
- 1.2 The bidder must certify that the proposed facility is adequate and in operating condition for the required repair and overhaul work for a minimum of ten (10) radiators at the time.
- 1.3 The bidder must provide at a minimum the following details of the proposed floor plan by square foot/meter where work is to be performed:
 - a. receiving/shipping area;
 - b. inspection area;
 - c. stripping and assembly area;
 - d. painting area; and
 - e. secure storage area for Government supplied material (GSM)
- 1.4 The bidder must demonstrate that it has the available equipment necessary to perform the repair and overhaul of radiators. The bidder must **provide model** of bidder’s owned special tools and test equipment which include:
 - a. pressure testing equipment;
 - Minimum 35 PSI for radiator
 - Minimum 100 PSI for transmission cooler
 - b. welding equipment;
 - Oxy Acetylene
 - c. Water Tank Capacity;
 - Minimum Width 1500mm
 - Minimum Height 800mm
 - Minimum Depth 300mm

Annex E – EVALUATION CRITERIA FOR TECHNICAL PROPOSAL

- d. Lifting device and capacity;
- Minimum 150 Kg
- e. Torque wrench
- minimum up to 250 ft-lbs

2.0 CAPABILITY

- 2.1 The Bidder must provide a Production Plan which outlines the start-up, production, and the corresponding time required for each radiator from time of contract award. The production plan must demonstrate that the 90-day turn-around time can be met.

It is understood that the turn around time for the repair and overhaul of a repairable item is **90 calendar days** from the time it arrives at the contractor's facility to the time it leaves the contractor's facility. The Bidder must be capable of meeting **the 90-day average turn-around time**, and the narrative supplied should also indicate how the Bidder intends to monitor the repairs to ensure that the average turn around time is met throughout the contract period.

3.0 COMPANY PROFILE

- 3.1 The Bidder must outline the company's history and provide details on its experience and expertise as they relate to the work that will be performed under the contract.
- 3.2 The company must have at least 2 years direct experience in the repair and overhaul of radiators and must provide proof of experience of this type of work within the last 24 months. The narrative must include sufficient detail to establish capabilities regarding volume, quality and expertise.

4.0 PERSONNEL

- 4.1 Production Personnel: Bidder must provide evidence that the proposed production personnel (including sub-contractor if applicable) who will be employed on this contract have the relevant qualification and experience for the performance of the work. The bidder must provide at a minimum detailed relevant work experience in the following area of expertise:
- Welding;
 - Overhaul of radiator

Annex E – EVALUATION CRITERIA FOR TECHNICAL PROPOSAL

- 4.2 Quality Assurance/Control representative: Bidder must provide job description and major responsibilities of the in-house proposed Quality Assurance/Control representative.

The job description must reflect direct responsibility with respect to performing quality assurance of the QA representative in the organization. It is acceptable for the shop foreman or manager responsible for the contracted requirement to undertake the QA responsibilities provided it can be demonstrated that QA responsibilities will not be compromised by other duties.

- 5.0 SUB-CONTRACTING (If Applicable)

Bidder must provide details of any proposed sub-contractors or any plan to carry out repair and overhaul of any portion of the work to be performed outside the company’s premises.

- 6.0 QUALITY ASSURANCE

- 6.1 Quality Plan

The Bidder must submit a Quality Plan as per SACC Clause D5401T (2007-11-30) Quality Plan – Solicitation, as requested under sub-paragraph 1.1.1(b) of Part 4 of the RFP.

- 70 COMPLIANCE TO THE STATEMENT OF WORK

- 7.1 The Bidder must state specifically that it will comply with all paragraphs of the Statement of Work Annex “A” and Logistics Statement of Work (LSOW) – ANNEX B.

B. VERIFICATION OF CRITERIA

Government Representatives may conduct an on-site visit of the bidder’s plant during the proposal evaluation stage to validate conformity to the mandatory requirements.