

**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 TRUCK,MULTISTOP DELIVERY		
Solicitation No. - N° de l'invitation W8476-134003/A	Date 2012-09-18	
Client Reference No. - N° de référence du client W8476-134003		
GETS Reference No. - N° de référence de SEAG PW-\$\$HP-522-61206		
File No. - N° de dossier hp522.W8476-134003	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. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Matuszewski, Kristina		Buyer Id - Id de l'acheteur hp522
Telephone No. - N° de téléphone (819) 956-4015 ()	FAX No. - N° de FAX (819) 953-2953	
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

Vehicles & Industrial Products Division
11 Laurier St./11, rue Laurier
7A2, Place du Portage, Phase III
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	

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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with this requirement.

2. Requirement

Canada is seeking proposals to procure:

2.1 One (1), Multi-Stop Class 5 Diesel Truck With Van Body and related items as described in Annex “A” - Pricing and in accordance with Annex “B” - Purchase Description - Truck, Multistop Delivery.

2.2 Irrevocable options identified in Annex “A” - Pricing.

2.2.1 The options may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

2.2.2 The options may be exercised in whole or in part and on more than one occasion at the sole discretion of Canada, up to the maximum quantity identified in Annex “A” - Pricing.

2.2.3 The options may be exercised within twelve (12) months after contract award.

3. Debriefings

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

4. Interpretation

The mandatory requirements stated in this Request for Proposal use the words "shall" or "must" or "mandatory". Proposals not meeting all of the mandatory requirements will be given no further consideration.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

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

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

Subsection 4 of Section 01 - Code of Conduct and Certifications of 2003 (2012-07-11) Standard Instructions is amended as follows:

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. Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

3. Enquiries - Bid Solicitation

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

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

4. Applicable Laws

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

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

5. Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications, Statement of Work or Purchase Description contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the

Solicitation No. - N° de l'invitation

W8476-134003/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hp522W8476-134003

Buyer ID - Id de l'acheteur

hp522

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

W8476-134003

CCC No./N° CCC - FMS No/ N° VME

suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least **seven (7) days** before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid (2 hard copies);

Section II: Financial Bid (1 hard copy);

Section III: Certifications and Additional Information (2 hard copies).

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

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

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

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

- 1) use 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.

2. Section I: Technical Bid

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

Bidders must complete and submit by the bid closing date and time the following;

- 1) Appendix “1” - Technical Information Questionnaire - Truck, Multi-Stop Delivery;

2.1 Substitutes and Alternatives

Bidders may propose substitutes and alternatives where "**shall^(E)**" is indicated in the technical requirement description (Purchase Description/Statement of Requirement/Statement of Work).

2.1.1 Substitutes and alternatives that are equivalent in form, fit, function and performance will be considered for acceptance by the Technical Authority where the Bidder:

- (a) Clearly identifies a substitute and/or an alternative;
- (b) Designates the brand name, model and/or part number of the substitute and/or of the product, where applicable;
- (c) States that the substitute product is fully interchangeable with the item specified in the technical requirement description;
- (d) Provides complete specifications and brochures, where applicable;
- (e) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
- (f) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.

2.1.2 Substitutes and alternatives offered as equivalent in form, fit, function and performance will not be considered for acceptance by the Technical Authority if:

- (a) The bid fails to provide all of the information requested to allow the Technical Authority to fully evaluate the evaluate the equivalency; or
- (b) The substitute and/or the alternative fail to meet or fail to exceed the technical requirements specified in the technical requirement description.

2.1.3 In conducting the evaluation of bids, Canada may, but will have no obligation to request the bidder offering a substitute and/or an alternative, to provide a copy of the alternative standard and to demonstrate, at the bidder's sole cost, that it is equivalent to the technical requirement.

3. Section II: Financial Bid

Bidders must submit their prices in Annex “A”- Pricing in accordance with the Basis of Payment described in **Part 6 - RESULTING CONTRACT CLAUSES**, at **Clause 6.1 Basis of Payment**.

3.1 Exchange Rate Fluctuation

- 3.1.1 Unless otherwise specified in the bid solicitation, bids must be in Canadian currency.
- 3.1.2 Bidders may request Canada to assume the risk for exchange rate fluctuation. This request must be specifically made at time of bidding.
- 3.1.3 The foreign currency component is defined as the element of the price that will be directly affected by exchange rate fluctuations. It could include the net price FOB foreign manufacturer's plant, costs associated with applicable duty, excise tax, Goods and Services Tax or Harmonized Sales Tax, if applicable, entry fees, transportation costs or delivery charges payable in a foreign currency, and any other charges associated with being the importer of record if they originated from and are required to be paid in a foreign currency.
- 3.1.4 The foreign value of the foreign currency component of the bid or negotiated price must be provided before contract award. Form PWGSC-TPSGC 9411, Claim for Exchange Rate Adjustments, may be used for this purpose. If milestone payments are proposed, it is recommended to indicate on the above form the foreign currency component associated with each milestone event.
- 3.1.5 All bids are evaluated in Canadian currency. Therefore, for evaluation purposes, the noon rate quoted by the Bank of Canada as being in effect on date of bid closing, or such other date as may be specified in the bid solicitation, will be applied as the initial conversion factor for the specified currency. (Column 3 of the above form will be completed by the Contracting Authority.)
- 3.1.6 Rates proposed by bidders will not be accepted for the purposes of this exchange rate adjustment provision.
- 3.1.7 If there are two (2) identical bids, and provided that the bid selected would still be considered the most advantageous to Canada, preference will be given to the Bidder who assumes all or part of the exchange rate adjustment risk over a bidder who does not assume any of this risk. Furthermore, preference will be

given to the Bidder who assumes all of the exchange rate adjustment risk over a bidder who assumes only part of this risk.

3.1.8 Canada will pay the exchange rate adjustment amount in Canadian currency using the prevailing noon rate on the date of payment by Canada or, as applicable, in accordance with clause C3015C, C3020C, C3025C, or C3030C.

4. Section III: Certifications and Additional Information

Bidders must submit the certifications required under **PART 5 - CERTIFICATIONS**.

4.1 Additional Information

Canada requests that bidders submit the following information:

4.1.1 Delivery

4.1.1.1 Firm Quantity

While delivery of the vehicle is requested by 31 March 2013, the best delivery that can be offered is as follows:

Item 001 – One (1), Multi-Stop Class 5 Diesel Truck With Van Body and related items will be delivered within _____ calendar days from the effective date of the contract.

4.1.1.2 Optional Quantity

If an option is exercised, the best delivery that can be offered is as follows:

Item 002 – Two (2), Multi-Stop Class 5 Diesel Truck With Van Body and related items will be delivered within _____ calendar days after an option is exercised.

4.1.2 Manufacturer's Standard Warranty Period

Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the vehicle/equipment and its component that exceeds the minimum warranty period of twelve (12) months.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

2. Technical Evaluation

- 2.1 The purpose of the technical evaluation is to determine if the goods and/or services offered meet all mandatory technical requirements outlined in the documents enumerated hereafter and as required in **Section I - Technical Bid of Part 3 - BID PREPARATION INSTRUCTIONS:**

- Appendix 1 - Technical Information Questionnaire - Truck, Multi-Stop Delivery; and
- Annex “B” - Purchase Description - Truck, Multi-Stop Delivery.

3. Financial Evaluation

- 3.1 The purpose of the financial evaluation is to determine the aggregate price, based on the information submitted in Annex “A” - Pricing.
- 3.2 Aggregate Price Calculation

Bids will be evaluated on an aggregate price basis for the firm quantity and the optional quantity.

4. Basis of Selection

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

PART 5 - CERTIFICATIONS

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

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

1. Code of Conduct Certifications - Certifications Required Precedent to Contract Award

1.1 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.

2. Certifications Precedent to Contract Award

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

2.1 Federal Contractors Program - \$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

- (a) () is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;
- (b) () is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;
- (c) () is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), 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](http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml)

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with this requirement.

2. Requirement

2.1 The Contractor must deliver One (1), Multi-Stop Class 5 Diesel Truck With Van Body and related items as described in Annex "A" - Pricing and in accordance with Annex "B" - Purchase Description - Truck, Multistop Delivery.

2.2 The Contractor grants to Canada irrevocable options identified in Annex "A" - Pricing.

2.2.1 The options may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

2.2.2 The options may be exercised in whole or in part and on more than one occasion at the sole discretion of Canada, up to the maximum quantity identified in Annex "A" - Pricing.

2.2.3 The options may be exercised within Twelve (12) months after contract award.

2.3 Optional Extended Warranty Period (**if applicable**)

The Contractor grants to Canada the irrevocable option to extend the warranty period for an additional (to be inserted by PWGSC at time of contract award) months, under the same terms and conditions and at the price stated in the Contract at Annex "A" - pricing. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option within ninety (90) calendar days after contract award and/or the exercising of an option by sending a written notice to the Contractor.

3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

3.1 General Conditions

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

Subsection 4 of Section 29 - Code of Conduct and Certifications of 2010A (2012-07-16) General Conditions - Goods is amended as follows:

During the entire period of the Contract, the Contractor must diligently update, by written notice to the Contracting Authority, the list of names of all individuals who are directors of the Contractor whenever there is a change. As well, whenever requested by Canada, the Contractor must provide the corresponding Consent Forms.

Section 09 entitled Warranty of general conditions 2010A is amended by deleting subsection 2 in its entirety and replacing it with the following:

The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

If action to effect repairs under warranty cannot be initiated within **two (2)** working days and completed within a reasonable length of time or if the Contractor has no repair facilities in the immediate vicinity (**within 100 kilometres**) of the specified delivery destinations (consignees), the Department of National Defence reserves the right to make such repairs and be reimbursed by the Contractor at the rate of **\$103.91** per hour for labour and the cost for replaced parts."

4. Term of Contract

4.1 Delivery of Vehicle

4.1.1 Firm Quantity

Delivery date of the vehicle must be made as follows:

Item 001 - Multi-Stop Class 5 Diesel Truck With Van Body and related items must be delivered on or before _____ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

4.1.2 Option Quantity

Item 002 - Multi-Stop Class 5 Diesel Truck With Van Body and related items to be delivered within _____ calendar days after an option is exercised. (Days to be inserted by PWGSC the Contracting Authority at time of contract award.)

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Kristina Matuszewski
Title: Supply Specialist
Organization: Public Works and Government Services Canada - Acquisitions Branch
LEFT Directorate, HP Division,
7A2, Place du Portage, Phase 3, 11 Laurier Street, Gatineau Quebec,
K1A 0S5
Telephone: 819 956-_____
Facsimile: 819 953-2953
E-mail: KristinaMatuszewski@pwgsc-tpsgc.gc.ca

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

5.2 Procurement Authority

The Procurement Authority for the Contract is:

Name: _____ (To be inserted by PWGSC at time of contract award.)
Title: _____

Organization: _____

Telephone: ____-____-____

Facsimile: ____-____-____

E-mail: _____

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement 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 Procurement Authority however the Procurement 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: _____ (To be inserted by PWGSC at time of contract award.)

Title: _____

Organization: _____

Telephone: ____-____-____

Facsimile: ____-____-____

E-mail: _____

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

5.4 Contractor's Representative

Name and telephone number of the person responsible for :

General enquiries

Name: _____
 Title: _____
 Telephone: ____-____-____
 Facsimile: ____-____-____
 E-mail: _____

Delivery follow-up

Name: _____
 Title: _____
 Telephone: ____-____-____
 Facsimile: ____-____-____
 E-mail: _____

5.5 After Sales Service

5.5.1 The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs and a full range of repair parts for the vehicle/equipment offered:

Item 001

Name: _____
 Address: _____

 Telephone Number: _____

Distance between the delivery location and the dealer and/or agent: _____km

6. Payment

6.1 Basis of Payment - Firm Unit Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm unit price(s) specified in Annex "A" - Pricing, and as follows:

Basis of Payment (BOP) Type 1: Firm unit prices in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, including Canadian Custom Duties and Excise Taxes included where applicable, Goods and Services tax/Harmonized Sales Tax extra.

Basis of Payment (BOP) Type 2: Firm unit prices in Canadian dollars, FCA Free Carrier, Incoterms 2000 at Contractor's Canadian facility or Contractor's Canadian distribution point, including Canadian Custom Duties and Excise Taxes included where applicable, Goods and Services Tax/Harmonized Sales Tax extra.

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

6.2 SACC Manual Clauses

H1001C Multiple Payments

2008-05-12

6.3 Exchange Rate/Payment on Delivery

6.3.1 The price in Canadian currency includes the foreign currency component in respect of goods, services or both originating outside Canada, as detailed in form PWGSC-TPSGC 9411, Claim for Exchange Rate Adjustments.

6.3.2 The price must be adjusted to reflect the exchange rate in effect and applied by Canada Border Services Agency (CBSA) on the date of importation, but only in respect of the foreign currency component detailed in the above form.

6.3.3 No price adjustment directly resulting from the application of the provisions contained in this clause will be applied for increases or decreases in the exchange rate within a variation of: plus or minus 2 percent of the exchange rate(s) mentioned above; or plus or minus \$100 of the total cumulative amount claimed for exchange rate adjustment under the Contract.

6.3.4 On each invoice or claim for payment submitted under the Contract, the Contractor must indicate the exchange rate adjustment amount (either upward, downward or no change) as a separate item. In addition, the invoice must be accompanied by a copy of CBSA Form B3-3, Canada Customs Coding Form, for the imported goods, services or both.

6.3.5 Canada will have the right to audit any revision to costs and prices under this clause.

7. Invoicing Instructions

- 7.1 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions including the Client Ref # BT344 . Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- (a) a copy of the release document and any other documents as specified in the Contract;

- 7.2 Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the following address for certification and payment:

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

Attention: DLP 10-3-2

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

- 7.3 Holdback

A ten percent (10%) holdback will apply on the total price of each vehicle for items 001 and 002 on any due payment of the said vehicle/equipment. Release of the holdback (10%) is conditional upon receipt and certified acceptance by DND of the said vehicle and all related items as identified in Annex "A" - Pricing.

Goods and Services Tax or Harmonized Sales Tax (GST/HST), as applicable, must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no GST/HST payable as it was claimed and payable under the previous invoice.

- (a) The original and one (1) copy of the invoice for the holdback must be forwarded to the Procurement Authority identified under the section entitled "Authorities" of the Contract.
- (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
- (c) One (1) copy must be forwarded to the consignee.

8. Certifications

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

9. Applicable Laws

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

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) 2010A (2012-07-16) General Conditions - Goods (Medium Complexity);
- (c) Annex "A" - Pricing;
- (d) Annex "B" - Purchase Description - Truck, Multistop Delivery
- (e) Appendix 1- Technical Information Questionnaire - Truck, Multistop Delivery
- (f) the Contractor's bid dated _____

11. SACC Manual Clauses

A1009C	Work Site Access	2008-05-12
A9006C	Defence Contract	2012-07-16
A9049C	Vehicle Safety	2011-05-16
C2800C	Priority Rating	2011-05-16
C2801C	Priority Rating - Canadian-based Contractors	2011-05-16

D3010C	Dangerous Goods/Hazardous Products	2012-07-16
D5510C	Quality Assurance Authority (DND) - Canadian-based Contractor	2012-07-16
D5515C	Quality Assurance Authority (DND) - Foreign-based and United States Contractor	2010-01-11
D5540C	ISO 9001:2008 Quality Management Systems - Requirements (QAC Q)	2010-08-16
D5604C	Release Documents - Foreign based Contractor	2008-12-12
D5605C	Release Documents - US based Contractors	2010-01-11
D5606C	Release Documents - Canadian-based Contractors	2012-07-16
D9002C	Incomplete Assemblies	2007-11-30
G1005C	Insurance	2008-05-12
H1001C	Multiple Payments	2008-05-12

12. Inspection and Acceptance

The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

13. Preparation for Delivery

The vehicle / equipment must be serviced, adjusted and delivered in condition for immediate use. The interior and exterior must be cleaned before leaving the factory and being released to DND personnel at the final delivery location.

The fuel tanks must be at least half full prior to release of the vehicle(s) to DND personnel.

All vehicles delivered to the consignee are to be delivered between the hours of 8:00 am and 4:00 pm Monday through Friday, except Federal holidays. Any attempt by the carrier to deliver vehicles before or after these hours may be refused unless arrangements have been made for authorized, qualified personnel to be available to perform inspections and to accept the delivery. When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable to pay for additional costs.

14. Shipping Instructions - Delivery at Destination (For Firm quantities)

- 14.1 The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (as detailed at Annex "A"- Pricing). Unless otherwise directed, delivery must be made by the most economical means. Shipping charges must be shown as a separate item on the

Contractor's invoice. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and taxes.

- 14.2 The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the contacts specified in Annex "A"- Pricing. The consignee may refuse shipments when prior arrangements have not been made.

15. Shipping Instructions (DND) - Canadian-based Contractor (Optional Quantities)

- 15.1 Delivery will be FCA Free Carrier at the Contractor's Canadian facility or Contractor's Canadian distribution point, 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.

- 15.2 Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 15.3.

Inbound Logistics Co-ordination Center (ILCC)

Telephone: 1-877-877-7423 (toll free)

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

E-mail: ILHQOttawa@forces.gc.ca

- 15.3 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, 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 (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 Transport Association regulations or the applicable Canadian Dangerous Goods Shipping Regulations, and a copy of the materiel safety data sheet.

- 15.4 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.
- 15.5 The Contractor must not ship the goods before receiving shipping instructions from the DND Inbound Logistics contact.
- 15.6 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.
- 15.7 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.

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

- 16.1 Delivery will be FCA Free Carrier at the Contractor's Canadian facility or Contractor's Canadian distribution point, 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.
- 16.2 Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 16.3.

- (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)

E-mail: ILHQOttawa@forces.gc.ca

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

Inbound Logistics United Kingdom (ILUK):

Telephone: 011-44-1895-613023, or 011-44-1895-613024, or

Facsimile: 011-44-1895-613047

E-mail: CFSUEDetUKMovements@forces.gc.ca

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

- (c) Insert the following when the Contractor is located in a country other than Canada, the U.S., the UK and Ireland:

Inbound Logistics Europe Area (ILEA):

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

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

Email: ILEA@forces.gc.ca

- (d) Insert the following for U.S. Foreign Military Sales (FMS):

Inbound Logistics Coordination Center (ILCC):

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

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

Email: ILHQOttawa@forces.gc.ca

Canada is responsible for the carrier selection for shipments of the goods supplied under this FMS contract. Instructions on how to obtain carrier selection from Canada are contained in U.S. Department of Defense 4000.25-8-M, Military Assistance Program Address Directory, and Canadian Special Instructions Indicator (SII). The Contractor must not ship the goods until the SII has been complied with.

16.3 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 CII, 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 Transport Association regulations or the applicable Canadian Dangerous Goods Shipping Regulations and a copy of the material safety data sheet.

16.4 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.

16.5 The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.

16.6 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.

16.7 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. Release Documents - Distribution

The Contractor must prepare the release documents and distribute them as follows:

- (a) Copy 1: mail to consignee marked: "Attention: Receipts Officer";
- (b) Copies 2 and 3: with shipment (in a waterproof envelope) to the consignee;
- (c) Copy 4: to the Contracting Authority;
- (d) Copy 5: to:
National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A OK2

Attention: DLP 10-3-2
- (e) Copy 6: to the Quality Assurance Representative;
- (f) Copy 7: to the Contractor;
- (g) 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 OK2
E-mail: ContractAdmin.DQA@forces.gc.ca.

18. Post-Contract Award Meeting/Pre-Production Meeting

Within ten (10) working days of the receipt of the Contract, the Contractor must contact the Technical Authority to determine the details of a pre-production meeting. The meeting will be held at the Contractor's plant _____ (specify location). Cost of holding such pre-production meeting must be included in the price of the bid. Please note that the travel and living expenses for Government Personnel will be arranged and paid for by the Canada.

19. Progress Reports

The contractor must prepare and submit quarterly progress reports in two (2) copies, one to the DND Procurement Authority and one copy of the report must also be forwarded to the PWGSC Contracting Officer.

Each progress report must address the following questions:

- (a) Is the delivery on schedule?
- (b) Is the Contract free of any areas of concern in which the assistance or guidance of Canada may be required?
- (c) Each negative response must be supported with an explanation.

20. Tools and Loose Equipment

For shipment verification, all items and tools, which are shipped loose with the vehicle/equipment must be listed on the Inspection Certificate (CF 1280) or on an attached packing note.

21. Spare Parts Availability

The contractor must ensure that spare parts required to properly maintain and repair the complete vehicle covered by this specification will be available for purchase by the Department of National Defence, or its authorized agents, for a period of **10 years**.

22. Material

Material supplied must be new unused and of current production by manufacturer. (2012 model-year or later).

23. Design Changes

The "Design Change, Design Deviation and Waiver Procedure" as defined in National Defence Standard D-02-006-008/SG-0001 must apply.

24. Interchangeability

Unless changes during the production run are authorized by Procurement Authority, all vehicles supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

25. Packaging

The methods used for preservation and packaging must be in conformity with the Contractor's normal standard for domestic shipment or, if necessary, with standards for overseas shipment as below deck cargo.

26. Service at Delivery

The Contractor must send a Service Representative to each delivery destination to perform the assembly/preparation on all vehicles delivered. Cost to provide this service must be included in the price of each vehicle.

ANNEX "A" - PRICING

Item 001 Multi-Stop Class 5 Diesel Truck With Van Body (**Firm Quantity**)

The Contractor must deliver the vehicle/equipment including the operator's manuals, parts manual, maintenance (shop repair) manuals, CD/DVD-ROM of all manuals, warranty letter, sample manuals, data summary, photographs, line setting ticket in accordance with the attached Annex "B" - Purchase Description - Truck, Multi-Stop Delivery

The Multi-Stop Class 5 Diesel Truck With Van Body and related items must be delivered to:

CFB SUP HALIFAX
Major Equipment Section
HMC Dockyard
Halifax NS B3K 5X5
Canada

Delivery contact: _____ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: _____ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ _____ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.1 Basis of Payment).

Quantity: One (1)

Item 002 Multi-Stop Class 5 Diesel Truck With Van Body(**Optional Quantity**)

Note: the logistical support items must reflect what is asked for in the Requisition/Purchase Description

If this option is exercised, the Contractor must deliver the vehicle/equipment including operator's manuals, parts manual, maintenance (shop repair) manuals, CD/DVD-ROM of all manuals, warranty letter, sample manuals and line setting ticket in accordance with the attached Annex "B" - Purchase Description - Truck, Multi-Stop Delivery

Firm unit price of \$ _____ per vehicle/equipement in accordance with Basis of Payment Type 2 (as detailed at Clause 6.1 Basis of Payment).

Quantity: Up to Two (2)

Item 003 Optional Extended Warranty Period

Optional warranty coverage available: YES _____ NO _____

If yes, Canada requests that the Bidder provide details and pricing information of any optional extended warranty period available for the vehicle/equipment and any related items.

(This item will not be included in the financial evaluation)

If exercised, the warranty period will be extended for an additional period of _____ months/calendar days.

Firm unit price of \$_____ Basis of Payment Type 2 (as detailed in Part 6)

Annex "B"

PURCHASE DESCRIPTION

FOR

**A MULTI-STOP CLASS 5 DIESEL TRUCK
WITH A VAN BODY**

1 SCOPE

1.1 Scope- This Purchase Description describes the requirements for a multi-stop class 5 diesel truck with 4x2 configuration, complete with a 4.8 meters (16 feet) van body.

1.2 Instructions- The following instructions apply to this Purchase Description:

- (a) Requirements, which are identified by the word "shall", are mandatory. Deviations will not be permitted;
- (b) Requirements identified by "shall^(B)" are mandatory. The Technical Authority will consider substitutes/alternatives for acceptance as an Equivalent;
- (c) Requirements identified with a "will" define actions to be performed by Canada and require no action/obligation on the Contractor's part;
- (d) Where "shall", "shall^(B)", or "will" are not used, the information provided is for guidance only;
- (e) In this document "provided" shall mean "provided and installed";
- (f) Where technical certification is required, a copy of the certification or an acceptable proof of compliance shall be provided upon request;
- (g) Where a standard or specification is required and the bidder offers an equivalent, that equivalent standard shall be provided upon demand;
- (h) Where equipment certification to an SAE standard is required, the bidder shall provide the certification upon request;
- (i) Metric measurements shall be used to define the requirement. Other measurements are for reference only and may not be exact conversions; and
- (j) Dimensions stated as nominal shall be treated as approximate dimensions. Nominal dimensions reflect a method by which materials or products are generally identified for sale commercially, but which differ from the actual dimensions.

1.2.1 Definitions- The following definitions apply to the interpretation of this Purchase Description:

- (a) "Technical Authority" - The government official responsible for technical content of this requirement;
- (b) "Equivalent" - A standard, means, or component type, which has been accepted by the Technical Authority as meeting the specified requirements for form, fit, function and performance; and
- (c) "Proof of Compliance" - A document such as a brochure, a third party test report, a report generated by third party software, or a certificate of attestation signed by a senior representative of the Original Equipment Manufacturer (such as a certified engineer) indicating the performance and/or feature specified.
- (d) The term "Quality Assurance Representative" is defined as the government officer responsible for ensuring that the contractor quality system, material and services supplied meet the contract requirement; and
- (e) "Guidance" is defined as a requirement that may be followed. The guidance is provided to indicate a preferred component Make and Model or dimension that would be best for the application. However, deviating from a guidance doesn't consider the bid non-compliant;
- (f) "Vehicle" is defined as a Class 5 Diesel Truck chassis complete a 4.8 meters (16 feet) van body; and
- (g) "Curb Weight" is the empty weight (no payload included) of a fully equipped truck. Curb weight shall include the cab and chassis, equipment variant/body, all attached devices, equipment, and full fuel tanks, lubricants, and coolants.

1.2.2 Technical Information Questionnaire(s)- The following applies:

- (a) The bidder shall complete a Technical Information Questionnaire for the vehicle (Appendix "1"). Failure to provide specified brochures, performance analysis, drawings, curves or tables will render the proposal non-compliant; and
- (b) A nil response to a Technical Information Questionnaire question will be considered non-compliant. Any deviation from the purchase description shall be listed in the Conformance Certificate.

- 1.3 Configuration Capability and Equipment Table- The following minimum performance requirement shall be provided:

Table 1: CONFIGURATION CAPABILITY AND EQUIPMENT TABLE

PARAGRAPH	ITEM		
3.4	CHASSIS		4x2
	REAR AXLE		Dual Wheels
3.5 (a)	GVWR	kg	7,484
		lbs	16,500
	GAWR FRONT	kg	2,948
		lbs	6,500
	GAWR REAR	kg	5,443
		lbs	12,000
3.6 (a)	TOP SPEED	km/h	110
		mph	68
3.6 (b)	GROSS ENGINE POWER	hp	300
3.8.2	FUEL TANK(S)	L	240
		Imp gal	52

2 APPLICABLE DOCUMENTS.

2.1 Government Furnished Documents- NOT APPLICABLE

2.2 Other Publications- The following documents form part of this Purchase Description. Effective dates shall be those in effect upon the date of manufacture. Sources are as shown:

Transport Canada Consolidation of the Motor Vehicle Safety Act and Motor Vehicle Safety Regulations (MVSR) and all applicable revisions TP4360E

Canadian Communication Group - Publishing
Ottawa, Canada, K1A 0S9

SAE Handbook

Society of Automotive Engineers Inc.
400 Commonwealth Dr.,
Warrendale, PA, 15096
<http://www.sae.org>

Year Book

Tire and Rim Association Inc.,
3200 West Market St.,
Akron, Ohio, 44321
<http://www.us-tra.org/traHome.htm>

3 REQUIREMENTS.

3.1 Standard Design- The vehicle design shall:

- (a) Be the manufacturer's latest model having demonstrated industry acceptability by having been manufactured and sold commercially for at least 2 years, or, shall be manufactured by a company that has at least 5 years experience in manufacturing a comparable type of equipment of equivalent or greater complexity;
- (b) Have engineering certification available, upon demand, for this vehicle/equipment from the original manufacturers of major drive train components and major equipment systems and assemblies;
- (c) Conform to all applicable laws, regulations and industry standards governing manufacture, safety, noise levels and pollution in effect in Canada at time of manufacture;
- (d) Have system and component capacities not greater than their published ratings (i.e. product or component brochures) or accompanied by proof of compliance; and
- (e) Include all components, and accessories normally supplied for the intended equipment Variant application, although they may not be specifically described in this Purchase Description.

3.2 Operating Conditions- Vehicles, of specified GVWR/GCWR, shall operate safely and efficiently on paved roads, gravel roads and dirt roads with severe washboard, pot holes and off-road terrain in year round conditions including mud, snow and ice in the temperature range of -34°C to 37°C (-30°F to 98°F).

3.3 Vehicle Safety Regulations- The vehicle shall meet the provisions of the Canada Motor Vehicle Safety Act in effect upon the date of manufacture of the vehicle. The completed vehicle shall have Safety Compliance Certification Label with a **National Safety Mark (NSM)**, as a seal of compliance.

3.3.1 Variant Equipment Integrator(s) Certification- The bidder shall submit upon request, variant equipment integrator NSM certification number as a proof of registration with Transport Canada as a Final Stage Manufacturer.

3.4 Chassis- The vehicle shall have the chassis and rear axle configurations as identified by the **CONFIGURATION CAPABILITY AND EQUIPMENT TABLE**.

3.5 Ratings- The vehicle shall have the following minimum ratings:

- (a) Weight ratings, identified as "GVWR", "GAWR FRONT" and "GAWR REAR" in the **CONFIGURATION CAPABILITY AND EQUIPMENT TABLE**.

3.6 Performance- The vehicle shall have the following minimum performance capabilities:

- (a) Vehicle speed, identified as "VEHICLE SPEED" in the **CONFIGURATION CAPABILITY AND EQUIPMENT TABLE**; and
- (b) Gross engine horsepower, identified as "MINIMUM ENGINE HORSEPOWER", in the **CONFIGURATION CAPABILITY AND EQUIPMENT TABLE**.

3.7 Chassis Dimensions- The bidder shall provide the following required chassis dimensions, as requested in the Technical Information Questionnaire:

- (a) Front axle centreline to rear axle centreline (Wheelbase WB), end of cab to rear axle centreline (CA) & rear axle centreline to end of frame (AF) dimensions.

3.8 Engine- A turbocharged diesel engine shall be provided.

3.8.1 Engine Components- The engine shall include:

- (a) **Thermostatic Fan** - A temperature controlled fan;
- (b) **Antifreeze** - Antifreeze for protection down to -37°C (-34°F);
- (c) **Air Filter** - A replaceable dry type air filter;
- (d) **Drain Plug** - A magnetic drain plug for the oil pan;
- (e) **Oil and Fuel Filters** - Spin off replaceable oil and fuel filters; and

- (f) **Exhaust System** - An engine exhaust system that clears the body and that is directed away from critical areas such as wiring, storage areas and mud flaps.

3.8.2 Fuel System- The vehicle fuel delivery system shall include a fuel reservoir(s) that is mounted on standard support brackets and having a minimum total capacity, identified as "FUEL CAPACITY" in the **CONFIGURATION CAPABILITY AND EQUIPMENT TABLES**.

3.8.3 Engine Cold Weather Starting Aids- The following shall be provided:

- (a) **Glow Plug** - An engine glow plug or heated air intake system;
- (b) **Block Heater** - A 120-volt block heater having a minimum capacity of 1000-watts; and
- (c) **Heated Fuel Filter** - A fuel filter/water separator incorporating a thermostatically controlled heater.

3.9 Transmission- The transmission shall:

- (a) **6 Speed** - Be a fully automatic transmission with a minimum of 5 forward-speed w/overdrive;
- (b) **Oil Cooler** - Have an oil cooler; and
- (c) **High Idle Control** - Be equipped with an instant release, electrically operated, programmable, electronic high idle control. The high idle control shall be connected so as not to allow the high idle to engage when the transmission is in gear and the parking is applied.

3.10 Steering- The vehicle shall be equipped with a power assisted steering and a tilt steering column.

3.11 Brakes- The brakes shall be Hydraulic power disk brakes incorporating an anti-lock braking system (ABS).

3.12 Wheels and Tires- The vehicle shall be equipped with steel-belted, tubeless radial tires mounted on hub pilot disc wheels that are balanced to preclude wheel shimmy at all vehicle speeds. The following applies:

- (a) **4x2 Tires & Tread (Dual Rear Wheels)** - The vehicle shall^(B) be equipped with two all season tires on the front and 4 mud and snow tires on the rear; and
- (b) **Spare Tire / Rim Assembly** - Spare tire and rim assembly, including wheel changing tools and hydraulic jack shall be provided.

3.13 Suspension and Axles- The vehicle shall be equipped with:

- (a) **Leaf Spring Suspension** - Leaf springs with stabilizer bars at the rear;
- (b) **Shock Absorbers** - Double acting shock absorbers on all axles; and

(c) **Rear Limited Slip Differential.**

3.14 Frame- The frame shall be strong at the towing points and suitable for the application.

3.15 Cab- The cab shall be a conventional cab. The cab shall include:

- (a) **Sliding Access Door** - A sliding access door in bulkhead wall for access between the cab and the van body;
- (b) **Air Conditioning** - A factory installed standard cab air conditioning system, equipped with an environmentally friendly refrigerant such as R134A;
- (c) **Tinted Glass** - Tinted glass/windows to reduce solar heating effects;
- (d) **Electrically powered windows;**
- (e) **Seating** - A six-way, cloth covered, high back, power operated, reclining, bucket seat for the driver and co-driver;
- (f) **Front Retractable Seat Belts** - Retractable shoulder/lap belt assemblies for the driver and the outside passenger;
- (g) **Rear-view Mirrors** - Two extendable heavy-duty mirrors with two convex mirrors mounted below the mirror assemblies. Mirror glass shall be replaceable, electrically adjusted from inside the cab and include a heating element;
- (h) **Sun Visors** - Two rotating and pivoting interior sun visors;
- (i) **Interior Fittings** - Cab insulation, dark upholstery, coat hooks, vinyl mats as well as armrests on both doors;
- (j) **Trim** - Manufacturer's standard interior trim;
- (k) **Stereo** - An AM/FM radio with a CD player; and
- (l) **Coffee cup holders.**

3.16 Controls and Instruments- The vehicle shall be equipped with:

- (a) **A tachometer;**
- (b) **An odometer;**
- (c) **Coolant Temperature** - A coolant temperature gauge or alert system with a warning light for high coolant temperature;
- (d) **Oil Pressure** - An oil pressure gauge or alert system with a low oil pressure warning light;
- (e) **Electrical** - A voltmeter or ammeter;

- (f) **Intermittent windshield wipers;**
- (g) **Electric windshield washers; and**
- (h) **Cruise control.**

3.17 Electrical System- The vehicle, including van body and all accessories, shall be equipped with **LED** lights. The vehicle shall be equipped with the electrical system that includes:

- (a) **Halogen headlights;**
- (b) **Cab Light** - An interior cab light with a door switch;
- (c) **Rear Lights** - Stop, tail, and clearance lights;
- (d) **Alternator** - A 12-v 200-ampere alternator minimum;
- (e) **Protected Wiring** - Wiring protected by insulating grommets where passing through metal;
- (f) **Circuit Protection** - Electrical circuits protected with fuses, relays or circuit breakers; and
- (g) **Back-up lights and alarm.**

3.18 Batteries- Heavy duty maintenance free batteries shall be provided. The batteries shall have a total cold cranking amperes capacity of at least 1,460 (CCA).

3.19 Miscellaneous Equipment- The vehicle shall be equipped with the following miscellaneous equipment:

- (a) **License Plate Holders** - License plate holders, front and rear;
- (b) **Mud flaps** - Standard mud flaps at the front wheels, spring loaded mud flaps at the rear wheels;
- (c) **Recovery Tow Points** - Recovery tow points mounted at the front. Hooks and mountings shall be of sufficient strength to permit the recovery of the fully loaded vehicle;
- (d) **Conspicuity Tape**- Strips of reflective Conspicuity Tape in accordance with DOT Canada regulations. The Tape:
 - i. Shall^(B) be 3M Scotchlite Diamond Grade 980;
 - ii. Shall be installed horizontally at the floor line, on each side and across the platform body and across the rear;
- (e) **Dangerous Goods Placard Holders**- Four aluminum **"Dangerous Goods"** placard holders. The holders shall be supplied as follows:

- i. One each side of the body, centred front to rear, near the bottom;
- ii. One at the rear, lower curb side corner; and
- iii. One at the front, preferably on the left front face of the body.

3.20 Paint- Paint shall be applied in accordance with the paint manufacturer's recommendations and the manufacturer's best production procedures, rendering a durable finish and a smooth appearance free from runs, sag and orange peel.

3.20.1 Paint Colour- The vehicle, cab and chassis and van body, shall be painted White. The chassis components may be painted the manufacturer's standard colour.

3.21 Corrosion Protection System- The following shall be provided for the vehicle:

- (a) **Rust Proofing-** Aftermarket rust proofing provided in addition to standard factory rust proofing. The treatment will normally be applied within the first year of service. The treatment date will be directed by the Technical Authority to optimize seasonal rust prevention benefits. If not demanded prior to delivery, a pre-paid certificate authorizing treatment at an aftermarket outlet shall be provided with the vehicle;
- (b) **Rust Preventive-** Metal surfaces treated with a rust preventive oily film product having the following properties;
 - i Moisture displacing;
 - ii Creeping (capillary action);
 - iii Low solvent content;
 - iv Compatibility with rubbers, plastics and all other materials used in automotive construction;
 - v Non toxic;
 - vi Minimal dripping;
- (c) **Endurance-** Written proof of a twelve hour ASTM B117 salt spray endurance test certification by an independent test laboratory. Krown Rust Kontrol and Rust Check products have been previously certified, proof not required;
- (d) **Application Area-** The application includes, but is not limited to the underside of fenders and hood, enclosed and boxed-in sections, seams, mouldings, crevices, weld points, underbody and exposed exterior brackets;
- (e) **Warranty-** A decal and warranty papers accompanying each vehicle; and

- (f) **Availability-** Corrosion protection system widely available across Canada or available through mobile services.

Note: the following corrosion protection system is provided as guidance: Krown or Rust Check products.

3.22 Corrosion Resistant Materials- The vehicle shall^(E):

- (a) **Materials** - Be provided with stainless steel, zinc plated or hot dipped galvanized aluminium rivets, and plastic black oxide brass fasteners; and
- (b) **Design** - Be designed to prevent galvanic corrosion.

3.23 Identification- The following information shall be permanently affixed in a conspicuous and protected location:

- (a) **Make/Model** - The manufacturer's name, model number, serial number and model year; and
- (b) **Ratings** - The GVWR and GAWR ratings (as applicable).

3.24 Warning and Instruction Plates- The vehicle shall be equipped with warning and equipment operation instruction plates that are in accordance SAE J115. The plates shall:

- (a) **Bilingual** - Be bilingual (English and French) and within easy view of the operator; and/or
- (b) **Graphic** - Make use of graphic symbols, as much as possible, as defined in SAE J1362.

3.25 Lubricants and Hydraulic Fluids- Axles, transmission and differentials shall be furnished with synthetic lubricant. The synthetic lubricant shall be approved by components manufacturer and furnished by the OEM.

3.26 Van Body^[A1]- The vehicle shall be equipped with a van body.

3.26.1 Nominal Dimensions- All dimensions indicated below are considered nominal dimensions, unless otherwise specified.

3.26.2 Dimensions- The body interior length shall be at least 4.8 meter (16 feet). Table 2 details the approximate dimension requirement for exterior body width, interior height, door width, door height opening and header height:

TABLE - 2					
BODY INTERIOR LENGTH <u>shall</u> be at least	EXTERIOR BODY WIDTH <u>shall</u> ^(B) be	INTERIOR HEIGHT <u>shall</u> ^(B) be	DOOR WIDTH <u>shall</u> ^(B) be	DOOR HEIGHT OPENING <u>shall</u> ^(B) be	HEADER HEIGHT <u>shall</u> ^(B) be
4.8 meter (16 feet)	2,590 mm (102 inches)	2,463 mm (97 inches)	2,336 mm (92 inches)	2,286 mm (90 inches)	146 mm (5-3/4 inches)

3.26.3 Construction- The construction shall^(B) have the following features:

- Structural channel steel main frame rails 127 by 48 mm (5 by 1-7/8 inches);
- Channel steel or "I" beam cross-members, 100 by 38 mm (3 by 1-1/2 inches), on 305 mm (12 inches) centres. Each cross-member shall^(B) have one support gusset welded to the mainframe rails. The rear 1,828 mm (6 feet) shall^(B) have cross-members spaced on 203 mm (8 inches) centres to accommodate the initial forklift front axle load;
- Exterior skin pre-painted White smooth aluminum sheet, at least 18 gauge/ 0.040 inch, riveted to wall posts and understructure;
- Rivets spaced 51 mm (2 inches) centre to centre;
- Wall posts of at least 35 mm (1-3/8 inches) roll formed galvanized sections on 410 mm (16 inches) centres with wide flanges for lining;
- Large aerodynamic radius corners utilized on the front face of the body; and
- All panel joints designed to prevent the ingress of moisture.

3.26.4 Floor- The floor:

- Shall be strong enough for loading cargo by forklift with a 4,540 kg (10,000 lbs) GVW and 3630 kg (8,000 lbs) single axle load;
- Shall^(B) have finished thickness of at least 35 mm (1-3/8 inches). The floor shall^(B) be a kiln dried or seasoned hardwood with tongue and groove or ship lapped construction;
- Shall have 24 inches threshold plate at rear. The plate shall^(B) be constructed of 11-gauge steel checker plate. The checker plate shall be painted Black. The plate leading edge shall be recessed into the floor and fastened into cross members with carriage bolts; and

- (d) shall have two rows of six evenly spaced 2275 kg (5000 lbs) capacity, recessed (flush mounted), tie-down rings shall be provided. The rings shall be "D" shaped with drain holes, bolted to the floor and positioned as close as possible to the sides of the body, but not more than 203 mm (8 inches) from the sides.

3.26.5 Interior Walls and Ceiling- The following shall^(B) be provided:

- (a) The interior walls lined with exterior grade plywood with a thickness of at least 12.5 mm (1/2 inch);
- (b) The lower interior walls lined with at least 12 gauge corrugated galvanized steel protective barrier, to a height of 305 mm (12 inches);
- (c) Two logistic tracks running the length of both side walls. The tracks shall be recessed and mounted at heights of 762 and 1524 mm (30 and 60 inches) above the floor. The tracks shall be equipped with a minimum of 10 tie-down straps; and

Note: The following is provided as guidance:

The logistic tracks: Load Lock No. 1806

Tie-down straps: Load Lock No. 1810-23

- (d) Two heavy-duty telescopic poles.

Note: The following is provided as guidance for the telescopic poles - Load Lock No. 1818SQH

3.26.6 Roof- The following shall^(B) be provided:

- (a) A one-piece roof of translucent fibreglass riveted around the perimeter to recessed roof rails and bonded to precambered aluminum or galvanized steel roof bows;
- (b) Precambered at least 35 mm (1-3/8 inches) anti-snag type roof bows, spaced 61.5 mm (24 inches) apart; and
- (c) Two evenly spaced full-length interior corrugated rub strips. The rub strips shall be at least 12 inches wide, resemble a "hat style" shape and be fabricated of at least 12 gauge galvanized steel or aluminum.

3.26.7 Roll-up Rear Door- A full width roll-up door shall be provided. The roll-up door shall have the following features:

- (a) A dry freight, plywood, premium faced two sides, constructed roll-up door with a reinforced bottom section;
- (b) Permanently lubricated enclosed steel heavy duty rollers;
- (c) Heavy duty roller guide rails;
- (d) Spring type lifting mechanism;

- (e) A heavy duty lever lock with provision for locking with a padlock; and
- (f) Perimeter door seal for all four sides of door.

3.26.8 Mounting- The Body shall:

- (a) Be mounted using the appropriate number of U-bolts or shear plates as required for the length of body being secured; and
- (b) Be mounted using a full-length hardwood spacer.

3.26.9 Features- The following shall be provided:

- (a) Heavy-duty rubber bumpers 102 mm (4 inches) deep at the rear corners, only when a tuck under tailgate is installed. When a rail type tail gate is installed, the heavy duty rear bumpers at the rear corners are not required;
- (b) LED exterior body lights, including backup lights; and
- (c) A minimum of four interior dome lights with flush mounted to the ceiling rub strips and a 15 minute, minimum, timer switch mounted in the right top rear inside the wall of the van body. All interior lights shall be LED. The switch shall be mounted in an area where it can be protected from damage.

3.27 Rail Type Tailgate- The vehicle shall be equipped with electro-hydraulic rail type tailgate with an aluminum deck and a minimum capacity of 1150-kg (2500-pounds). The tailgate shall:

- (a) Have the capacity rating conspicuously and permanently marked on the tailgate;
- (b) Have the hydraulic system capable of operating with Dextron III automatic transmission fluid;
- (c) Have all operations required to deploy, stow, open and close the tailgate and platform through the use of electro-hydraulic levers or buttons;
- (d) Have heavy duty platform with a tapered outer edge and a non-skid surface;
- (e) Have the platform of approximately 1143-mm (45-inches) deep, which includes the tapered edge, and approximately 3464-mm (88-inches} wide. The front of the platform shall be at the same level of the body floor when the tailgate is fully utilized (A gap between body floor and front of the tailgate is not acceptable);
- (f) Have the hydraulic pump equipped with an automatic overload bypass, and the electrical system equipped with a 135-amp circuit breaker;

- (g) Have the pump assembly housed in a metal weatherproof box that is secured to the vehicle or tailgate frame;
- (h) Have permanently wired weatherproof controls located at the rear curb-side corner;
- (i) Have brochure detailing the tailgate information;

Note: The following controls location is provided as guidance - 1,372 to 1,524 mm (4 ½ to 5 feet) above the ground

- (j) Have all components suitably protected to prevent damage; and
- (k) Be equipped with the following integral components:
 - i. A heavy-duty loop or flip type step on each side of the vehicle. The height of the step shall be 610-mm (2-feet) above ground; and
 - ii. Safety warning decals on the rear face of the body platform, and 53-mm (6-inches) deep full width warning strips of solid yellow stripes on the inner and outer edges of the tailgate platform.

4 Deliverable Information- The Contractor shall provide the following Deliverable Information:

4.1 Vehicle Manuals- Manuals required for safe operation, maintenance and repair of the vehicle and body variant equipment. It is preferred that complete sets of manuals are provided on CD/DVD-ROM (without password(s), special installation requirements or requiring an Internet connection). An Operator's Manuals in paper format shall always be provided with each vehicle. The Vehicle Manuals shall include:

- (a) **Operator's Manuals**- Operator's manuals in a bilingual format or as 2 manuals in a single binder (one English, and one French);
- (b) **Parts Manuals**- The Parts Manuals in English;
- (c) **Maintenance (Shop Repair) Manuals**- The Maintenance (Shop Repair) Manual in English; and
- (d) **Manuals on CD/DVD-ROM**- A copy of the manuals on CD/DVD-ROM shall be provided, if available. For usability, CD/DVD-ROM shall not require password and/or Internet connection to be accessed. Operator's manuals shall be supplied as detailed in paragraph 4.1(a).

4.2 Warranty Letter- A paper copy of the completed bilingual Warranty Letter with each vehicle shipped in the approved format. The Contractor shall send a copy of the Warranty Letter, in electronic format, to the Technical Authority for each vehicle, at shipment. Designated warranty providers shall honour the warranty letter.

4.3 Documents Provided to Technical Authority- The Contractor shall provide the following documents to the Technical Authority:

4.3.1 Sample Manuals- A set of Sample Manuals, including all of the above manuals. The sample manuals shall be delivered to the Technical Authority 15 working days before delivery of vehicles. Sample manuals will not be returned. The Technical Authority will provide manual approval or comments within 30 days.

4.3.2 Data Summary-

- (a) **Data Summary-** The Contractor shall provide a Data Summary to the Technical Authority for each complete vehicle make/model furnished. The Contractor shall complete Data Summary by filling in the required data and an electronic picture into a Data Summary template provided by the Technical Authority;
- (b) **Curb Weights-** The first production vehicle shall be weighed to determine the curb weight and the distribution of the curb weight on front and rear axles. The results shall be provided to the Technical Authority.

4.3.3 Photographs- The contractor shall provide the Technical Authority with two (2) digital pictures for each complete vehicle, one of the left front three-quarter view, and one of the right rear three-quarter view. All pictures shall be taken with a clear uncluttered background. The picture size shall be at least 4 Mega pixels;

4.3.4 Line Setting Ticket- The Contractor shall provide a Line Setting Ticket, or equivalent, describing the components provided on the cab and chassis. One copy of the Line Setting Ticket shall accompany each completed vehicle to the final delivery point. The Contractor shall produce a Supplement listing for all Non-Production Line components and systems included in the Contract/Call-up. The Supplement shall indicate the name of the component or system and the company (name and address) where it is to be installed on the cab and chassis. One copy of the Line Setting Ticket and one copy of the Supplement shall be forwarded to the Technical Authority as soon as they are available.

5. QUALITY ASSURANCE PROVISIONS

5.1 Quality System Requirements- The Quality System shall be in compliance with the SACC manuals. The Manuals are detailed in the Request for Proposal (RFP). The contractor shall be responsible for the Quality System. The Quality Assurance Representative (QAR) will assure that the contractor is providing a Quality System.

5.2 Performance and Verification Testing- The first vehicle of each configuration to be delivered shall be examined and performance tested by the contractor, to ensure item by item conformance to specified requirements. The QAR and/or the Technical Authority may witness this testing and operate the unit sufficiently to assess the handling characteristics.

24 August 2012

APPENDIX - 1

TECHNICAL INFORMATION QUESTIONNAIRE

DETACH, COMPLETE, AND RETURN

1. SCOPE.

1.1 **SCOPE**- This Questionnaire covers technical information to be supplied by a bidder. This information is required by the Technical Authority for technical assessment of equipment offered.

NOTE: IT IS THE BIDDERS RESPONSIBILITY TO CLARIFY OUTSTANDING TECHNICAL ISSUES, BY WRITTEN REQUEST, TO THE CONTRACTING OFFICER PRIOR TO BID SUBMISSION.

TECHNICAL COMPLIANCE MATRIX

Paragraph	Details				Compliant Y/N		
3.1	Standard Design				Y:	N:	
	Explain:						
3.1 (a)	Make/Model:						
	Year:						
3.2	Operating Conditions				Y:	N:	
	Explain:						
3.3	Vehicle Safety Regulations				Y:	N:	
	Explain:						
	NSM to be Provided?				Y:	N:	
3.3.1	Variant Equipment Integrator(s) Certification				Y:	N:	
	Explain:						
	Final Stage Manufacturer Registration #:						
3.5	Ratings						
(a)	GVWR:				Y:	N:	
	GAWR Front:				Y:	N:	
	GAWR Rear:				Y:	N:	
3.6	Performance				Y:	N:	
(a)	Top Speed (km/h)				Y:	N:	
(b)	Gross Engine Power (hp):			Torque (lb-ft):		Y:	N:
3.7	Chassis Dimensions						
	WB	cm		CA	cm		AF

Paragraph	Details				Compliant Y/N	
3.8	Engine				Y:	N:
	Make/Model:					
	Explain:					
3.8.1	Engine Components				Y:	N:
	Explain:					
3.8.2	Fuel Systems				Y:	N:
	Explain:					
	Fuel Tank Capacity (Litres):					
3.8.3	Engine Cold Weather Starting Aids				Y:	N:
	Explain:					
(b)	Block Heater				Y:	N:
	Make/Model:					
	Power (Watts):					
(c)	Fuel Filter				Y:	N:
	Make/Model:					
3.9	Automatic Transmission				Y:	N:
	Make/Model:					
	Forward Speeds:		Reverse Speeds:			
3.10	Steering				Y:	N:
	Explain:					
3.11	Brakes				Y:	N:
	Explain:					
	Ground Clearance (cm):					
3.12	ABS - Make/Model:					
	Wheels and Tires				Y:	N:
	4X2 Tires and Tread (Dual)				Y:	N:
(a)	Front Wheel	Make:	Size:	Rating:		
	Rear Wheel	Make:	Size:	Rating:		
	Front Tire	Make:	Size:	Rating:		
	Rear Tire	Make:	Size:	Rating:		
	Tire Tread Pattern:					
(b)	Spare Tire/Rim Assembly				Y:	N:
	Explain:					
3.13	Suspension and Axles				Y:	N:
	Explain:					
	Suspension					
	Front	Make:	Model:			
		Rated Capacity (kg):				
	Rear	Make:	Model:			
		Rated Capacity (kg):				
	Axles					
	Front	Make:	Model:			
		Rated Capacity (kg):				
Rear	Make:	Model:				
	Rated Capacity (kg):					
3.14	Frame				Y:	N:
	Explain:					
	Section Module:					
3.15	Yield Strength (psi):		RBM (in/lb):			
	Cab				Y:	N:

Paragraph	Details				Compliant Y/N	
	Explain:					
(a)	Sliding Access Door				Y:	N:
	Explain					
(b)	Air Conditioning				Y:	N:
	Explain:					
	Make/Model:					
	Refrigerant:					
(e)	Cab Seating				Y:	N:
	Explain:					
	Make/Model:					
(g)	Rear View Mirrors				Y:	N:
	Explain:					
	Make/Model:					
	Dimensions:					
3.16	Controls and Instruments				Y:	N:
	Explain:					
3.17	Electrical System				Y:	N:
	Explain:					
	Alternator Output (A):					
3.18	Batteries				Y:	N:
	Explain:					
	CCA:					
3.19	Miscellaneous Equipment				Y:	N:
	Explain:					
3.20	Paint				Y:	N:
	Explain:					
3.20.1	Paint Colour				Y:	N:
	Explain:					
3.21	Corrosion Protection System				Y:	N:
	Explain:					
3.22	Corrosion Resistant Materials				Y:	N:
	Explain:					
3.23	Identification				Y:	N:
	Explain:					
3.24	Warning and Instruction Plates				Y:	N:
	Explain:					
3.25	Lubricants and Hydraulic Fluids				Y:	N:
	Explain:					
3.26	Van Body				Y:	N:
	Explain:					
	Make/Model:					
	Model Year:					
	Number of Years Sold Commercially:					
	Year of Last Redesign:					
	Number of Years of Production of Similar Equipment:					
3.26.2	Dimensions					
	Body Length	cm	Body Width	cm		
	Body Height	cm	Header Height	cm		
3.26.3	Construction				Y:	N:
	Explain:					
3.26.4	Floor				Y:	N:

Paragraph	Details	Compliant Y/N	
	Explain:		
3.26.5	Interior Walls and Ceiling	Y:	N:
	Explain:		
3.26.6	Roof	Y:	N:
	Explain:		
3.26.7	Roll-up Rear Door	Y:	N:
	Explain:		
3.26.8	Mounting	Y:	N:
	Explain:		
3.26.9	Features	Y:	N:
	Explain:		
3.27	Rail Type Tailgate	Y:	N:
	Explain:		
DELIVERABLE INFORMATION			
4.1	Vehicle Manuals	Y:	N:
	Explain:		
4.2	Warranty Letter	Y:	N:
	Explain:		
4.3.1	Sample Manuals	Y:	N:
	Explain:		
4.3.2	Data Summary	Y:	N:
	Explain:		
(b)	Curb Weights	Y:	N:
4.3.3	Photographs	Y:	N:
	Explain:		
4.3.4	Line Setting Ticket	Y:	N:
	Explain:		

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

SIGNATURE _____ DATE _____