

**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 SNOWMOBILES		
Solicitation No. - N° de l'invitation E60HS-11SNOW/B		Date 2012-06-22
Client Reference No. - N° de référence du client E60HS-11SNOW		
GETS Reference No. - N° de référence de SEAG PW-\$\$HS-610-60731		
File No. - N° de dossier hs610.E60HS-11SNOW	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-07-30		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Reynolds, Kevin		Buyer Id - Id de l'acheteur hs610
Telephone No. - N° de téléphone (819) 956-3996 ()		FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: <div>Specified Herein Précisé dans les présentes</div>		

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

Industrial Vehicles & Machinery Products Division
11 Laurier St./11, rue Laurier
7B1, 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	

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Introduction
2. Summary
3. Debriefings

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Offers
3. Enquiries - Request for Standing Offers
4. Applicable Laws

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

1. Certifications Precedent to Issuance of a Standing Offer

PART 6 - INSURANCE AND FINANCIAL REQUIREMENTS

1. Insurance Requirement
2. Financial Capability

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer
2. Standard Clauses and Conditions
3. Term of Standing Offer
4. Authorities
5. Identified Users
6. Call-up Procedures
7. Call-up Instrument
8. Limitation of Call-ups
9. Priority of Documents
10. Certifications
11. Applicable Laws
12. Factory Certified Warranty Providers
13. Technical Changes, Substitutes and Alternatives
14. Substitute Model

B. RESULTING CONTRACT CLAUSES

1. Requirement
2. Standard Clauses and Conditions
3. Term of Contract
4. Payment
5. Invoicing Instructions
6. SACC Manual Clauses
7. Shipping Instructions
8. Delivery Requirements Outside a Comprehensive Land Claim Settlement Area (CLCSA)
9. Preparation for Delivery
10. Insurance Requirements
11. Limitation of Contractor's Liability for Damages to Canada

List of Annexes

Annex A - Pricing

Annex B - List of Factory Certified Warranty Providers (FCWP)

Annex C - Purchase Description and Technical Information Questionnaire - Group 1

Annex D - Purchase Description and Technical Information Questionnaire - Group 2

Annex E - Purchase Description and Technical Information Questionnaire - Group 3

Annex F - Purchase Description and Technical Information Questionnaire - Group 4

PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, if applicable, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and
- Part 7 7A, Standing Offer, and 7B, Resulting Contract Clauses:
 - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
 - 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include Annex A - Pricing, Annex B - List of Factory Certified Warranty Providers (FCWP), Annex C - Purchase Description and Questionnaire - Group 1, Annex D - Purchase Description and Questionnaire - Group 2, Annex E - Purchase Description and Questionnaire - Group 3 and Annex F - Purchase Description and Questionnaire - Group 4.

2. Summary

This requirement is to establish a National Master Standing Offer (NMSO) for the supply of Snowmobiles to departments and agencies of the Government of Canada, on an as-and-when requested basis, from the effective date of the Standing Offer to August 31, 2013.

Any resulting Standing Offer shall be for delivery requirements to locations within Canada, except locations within Comprehensive Land Claims Settlement Areas (CLCSA's). For delivery requirements to locations within CLCSA's, solicitation number E60HS-11SNOW/B applies and will be issued separately.

In the event that no Standing Offer is issued pursuant to solicitation number E60HS-11SNOW/B, Canada reserves the right to make call-ups on Standing Offers issued as

Solicitation No. - N° de l'invitation

E60HS-11SNOW/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hs610

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

E60HS-11SNOW

File No. - N° du dossier

hs610E60HS-11SNOW

CCC No./N° CCC - FMS No/ N° VME

a result of solicitation number E60HS-11SNOW/A for delivery requirements to locations within CLCSA's.

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), the Agreement on Internal Trade (AIT), the Canada-Columbia Free Trade Agreement and the Canada-Peru Free Trade Agreements.

3. Debriefings

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2012-03-02) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

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

2. Submission of Offers

Offers 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 Request for Standing Offers.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors 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 offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

4. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian

Solicitation No. - N° de l'invitation

E60HS-11SNOW/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hs610

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

E60HS-11SNOW

hs610E60HS-11SNOW

province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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, offerors 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 Offer

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

1. Substitutes and Alternatives

Bidders may propose substitutes and alternatives where "shall(E)" is indicated in the Purchase Description.

1. Substitutes and alternatives that are equivalent in form, fit, function and performance will be considered for acceptance 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. Substitutes and alternatives offered as equivalent in form, fit, function and performance will not be considered for acceptance 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.
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.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Basis of Payment detailed in Annex A - Pricing.

Section III: Certifications and Additional Information

1.3.1 Certifications

Offerors must submit the certifications required under Part 5.

1.3.2 Additional Information

Canada requests that offerors submit the following information, which will be incorporated in Part 7, A - Standing Offer:

1.3.2.1 Offeror's Representative

General enquiries

Name: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

Solicitation No. - N° de l'invitation

E60HS-11SNOW/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hs610

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

E60HS-11SNOW

hs610E60HS-11SNOW

Delivery follow-up

Name: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Offers must be completed in full and provide, with the offer, all technical information as detailed in Annex C - Purchase Description and Questionnaire - Group 1, Annex D - Purchase Description and Questionnaire - Group 2, Annex E - Purchase Description and Questionnaire - Group 3 and Annex F - Purchase Description and Questionnaire - Group 4.

1.1.1.1 Mandatory Technical Information Questionnaire

Offerors must submit the completed Technical Information Questionnaire for all groups for which they are submitting an offer. A mark must be added in the appropriate box of the Technical Information Questionnaire. Additional explanation must be provided to support their technical compliance such as, but not limited to, brochures, technical literature and specifications.

1.1.1.2 Substitutes and/or Alternatives

Offerors proposing substitutes and/or alternatives must provide all the information as detailed in Part 3, Section 1, - Substitutes and Alternatives to be considered for evaluation.

1.1.1.3 Mandatory Factory Certified Warranty Providers (FCWP)

The following information must be provided with offer:

- i) Offerors must complete Annex B - List of Factory Certified Warranty Providers Section I. Offerors may identify more than one (1) FCWP per location in Annex B - List of Factory Certified Warranty Providers, Section II.
- ii) Offerors must demonstrate how each FCWP is authorized by the OEM to provide warranty repairs for the vehicle/equipment being supplied.
- iii) Offerors must demonstrate the FCWP's have the facilities and manpower required to perform all warranty repairs on the vehicle/equipment.

1.2 Financial Evaluation

1.2.1 Mandatory Financial Evaluation

Offers must complete Annex A - Pricing in full and provide it with their offer.

The Offer must be in Canadian dollars, FCA Free Carrier at Contractor's Canadian facility or the Contractor's Canadian Distribution Point, Incoterms 2000, Canadian Custom Duties and

Excise Taxes included where applicable, Goods and Services Tax or the Harmonized Sales Tax extra.

2. Basis of Selection

An offer must comply with all the requirements of the RFSO and meet all mandatory technical and financial evaluation criteria to be declared responsive. Responsive offers with the lowest price per group will be recommended for issuance of a Standing Offer. Up to a maximum of three (3) responsive offers will be recommended for issuance of a Standing Offer as follows:

- The responsive offer with the lowest evaluated price per group will be ranked number one (1).
- The responsive offer with the 2nd lowest evaluated price per group will be ranked number two (2).
- The responsive offer with the 3rd lowest evaluated price per group will be ranked number three (3).

PART 5 - CERTIFICATIONS

Offerors must provide the required certifications to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications are not completed and submitted as requested.

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

1. Certifications Precedent to Issuance of a Standing Offer

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

1.1 Federal Contractors Program - Certification

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 the issuance of a standing offer. If the Offeror, or, if the Offeror 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 issuance of a standing offer.

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 offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Offeror 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 Offeror 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 Offeror, or, if the Offeror is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Offeror 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 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.

PART 6 - SECURITY AND FINANCIAL REQUIREMENTS

1. Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Part 7B, section 11.

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

2. Financial Capability

SACC Manual clause M9033T (2011-05-16) Financial Capability

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

The Offeror offers to supply Snowmobiles in accordance with:

Purchase Description and Questionnaire - Group 1

Purchase Description and Questionnaire - Group 2

Purchase Description and Questionnaire - Group 3

Purchase Description and Questionnaire - Group 4

to departments and agencies of the Government of Canada across the country, except to locations within Comprehensive Land Claims Settlement Areas (CLCSA's), on an as-and-when requested basis.

For delivery requirements to locations within CLCSA's, Standing Offers issued pursuant to solicitation number E60HS-11SNOW/B apply.

In the event that no standing offer is issued pursuant to solicitation number E60HS-11SNOW/B, Canada reserves the right to make call-ups on Standing Offers issued as a result of solicitation number E60HS-11SNOW/A for delivery requirements to locations within CLCSA's.

2. Standard Clauses and Conditions

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

2.1 General Conditions

2005 (2012-03-02) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

2.2 Periodic Usage Reports - Standing Offer

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer.

The Offeror must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

1st quarter: September 1 to November 30;

2nd quarter: December 1 to February 28;

3rd quarter: March 1 to May 31;

4th quarter: June 1 to August 31.

The data must be submitted to the Standing Offer Authority no later than 15 calendar days after the end of the reporting period.

The data must be submitted to the Standing Offer Authority no later than fifteen (15) calendar days after the end of the reporting period.

2.3 Standing Offers Final Report

On completion or termination of the National Master Standing Offer, the offeror must provide a final report that details all cumulative data of the call-ups. Data must include all purchases paid for by a Government of Canada Acquisition Card.

The final report must be completed and forwarded electronically in a portable document format (PDF) to the Standing Offer Authority and to the Procurement Authority, no later than fifteen (15) calendar days after expiry or set-aside of the Standing Offer.

3. Term of Standing Offer

3.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from September 1, 2012 to August 31, 2013.

4. Authorities

4.1 Standing Offer Authority

The Standing Offer Authority is:

Kevin Reynolds
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
HS Division
Place du Portage, Phase III, 7B1
Telephone: 819- 956-3996
Facsimile: 819-956-5227
E-mail address: kevin.reynolds@pwgsc-tpsgc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

4.2 Technical Authority

The Technical Authority for the Contract is:

Attention: (To be inserted by PWGSC)

National Defence Headquarters

Mgen. George R. Pearkes Building

101 Colonel By Drive

Ottawa, Ontario K1A 0K2

Telephone: _____

Facsimile: _____

E-mail address: _____

The Technical Authority is responsible for all matters concerning the technical content of the Work under the Standing Offer. 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 Standing Offer revision issued by the Standing Offer Authority.

4.3 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

4.4 Offeror's Representative

General enquiries

Name: *(to be inserted by PWGSC)*

Telephone: _____

Facsimile: _____

E-mail address: _____

Delivery follow-up

Name: *(to be inserted by PWGSC)*

Telephone: _____

Facsimile: _____

E-mail address: _____

5. Identified Users

The Identified Users authorized to make call-ups against the Standing Offer include any government department, agency or Crown corporation listed in Schedules I, I.1, II, III, of the Financial Administration Act, R.S., 1985, c. F-11.

6. Call-up Procedures

Call-ups are made based on the "right of first refusal" basis.

1. The identified user will contact the highest-ranked offeror for that specified group to determine if the requirement can be satisfied in full or part by that offeror.

2. If the highest-ranked offeror is able to fully meet the requirement, a call-up is made against its standing offer.

3. If the highest-ranked offeror is unable to fully meet the requirement, a call-up is made for the portion of the requirement that the offer can meet. If the highest ranked offeror is unable to meet the requirement, or is only able to partially meet the requirement the identified user must proceed in accordance with sections 4 to 7.

4. Prior to contacting the next ranked offeror for that specified group, the identified user must forward the call-up to PWGSC for approval, along with the notification from the offeror advising they are unable to fully meet the requirement. Once approval is obtained by PWGSC the identified user will contact the next ranked offeror to determine if the remaining portion of the requirement can be satisfied in full or part by that offeror.

5. If the next ranked offeror is able to fully meet the requirement, a call-up is made against its standing offer.

6. If that offeror is unable to fully meet the requirement, a call-up is made for the portion of the requirement that the offer can meet.

7. When an offeror is unable to fulfill the need, the identified user is required to document its file appropriately.

7. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, "Call-up Against a Standing Offer".

8. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$100,000.00 (Goods and Services Tax or Harmonized Sales Tax included). All individual call-ups against the Standing Offer exceeding \$100,000.00 (Goods and Services Tax or Harmonized Sales Tax included) will be forwarded to PWGSC for authorization.

9. 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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-03-02), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2030 (2012-03-02), General Conditions - Higher Complexity - Goods;
- e) Annex C - Purchase Description and Questionnaire Group 1
- f) Annex D - Purchase Description and Questionnaire Group 2
- g) Annex E - Purchase Description and Questionnaire Group 3
- h) Annex F - Purchase Description and Questionnaire Group 4
- i) Annex A - Pricing
- j) Annex B - Factory Certified Warranty Providers (FCWP)
- k) the Offeror's offer dated (to be inserted by PWGSC) as amended (to be inserted by PWGSC).

10. Certifications

10.1 Compliance

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

11. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

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

12. Factory Certified Warranty Providers

The Factory Certified Warranty Providers (FCWP) are listed at Annex B - List of Factory Certified Warranty Providers. During the period of the Standing Offer, the Offeror must maintain an up-to-date list and provide a copy of the updated list electronically to the Standing Offer Authority when changes occur. The FCWP must have the facilities and manpower required to perform all warranty repairs on the vehicle/equipment.

During the period of the Standing Offer, the Offeror must replace a FCWP which can no longer provide repairs or when the FCWP is not providing acceptable repairs in accordance with the terms of the Standing Offer.

13. Technical Changes, Substitutes and Alternatives

During the period of the Standing Offer any technical changes, substitutes and alternatives proposed by the Offeror, as mandated by the manufacturer or legislative body, must be evaluated for acceptance by the Technical Authority. Any substitutes and alternatives must be equivalent in form, fit, function and performance to what is being replaced and must be at no additional cost to Canada. Substitutes and alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A revision to the Standing Offer or a completed Design Change/Deviation form will be issued.

Should the Technical Authority not accept the substitute or the alternative and the Offeror is unable to meet the technical requirement, Canada may set aside the Standing Offer and/or terminate the contract for default in accordance with the general conditions stated in the Standing Offer and the resulting contract.

14. Substitute Model

Solicitation No. - N° de l'invitation

E60HS-11SNOW/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hs610

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

E60HS-11SNOW

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In the event that a model is discontinued, the Offeror can offer, through the Standing Offer Authority, a substitute model for acceptance by the technical authority. The substitute model must meet all the technical requirements of the Purchase Description and must be offered at the same price as the model it is replacing in the Standing Offer. Acceptance of the substitute model will be through a Standing Offer revision.

Should the Technical Authority not accept the substitute model or the offeror is unable to meet the technical requirements, Canada may set aside the Standing Offer and/or terminate the contract for default in accordance with the general conditions stated in the Standing Offer and the resulting contract.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

1. Requirement

The Contractor must provide the items as detailed in the call-up against the Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

2030 (2012-03-02), General Conditions - Higher Complexitiy - Goods, apply to and form part of the Contract.

At Section 12, Inspection and Acceptance of the Work

Delete paragraphs 1 in its entirety and replace with the following:

1. All the Work is subject to inspection and acceptance by Canada at destination by the consignee. Inspection and acceptance of the Work by Canada do not relieve the Contractor of its responsibility for defects or other failures to meet the requirements of the Contract. Canada will have the right to reject any work that is not in accordance with the requirements of the Contract and require its correction or replacement at the Contractor's expense.

At Section 22, Warranty

Delete paragraphs 2, 3 and 4 in their entirety and replace with the following:

2. In the event of a defect or non-conformance in any part of the Work during the warranty period, the Contractor, at the request of Canada to do so, must initiate corrective measures within two (2) working days and complete the repair, replacement or otherwise make good within a reasonable length of time at its own option and expense the part of the Work found to be defective or not in conformance with the requirements of the Contract. If the Contractor fails to initiate corrective measures within the 2 day period and complete the repair, replacement or otherwise make good within a reasonable length of time or has no repair facilities in the immediate vicinity (within 100 kilometres) of the specified delivery destinations (consignees), Canada 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."

3. The Work or any part of the Work found to be defective or non-conforming will be returned to the Contractor's plant for replacement, repair or making good. However, when 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. In the event of a warranty dispute with a component manufacturer, the Contractor must be held responsible for all warranty coverage.

4. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant pursuant to subsection 3. 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 directed by Canada.

3. Term of Contract

3.1 Delivery Date

Delivery must be made within 45 calendar days from receipt of a call-up against the Standing Offer.

4. Payment

4.1 Basis of Payment - Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price in Canadian dollars, as specified in Annex A - Pricing, FCA Free Carrier at Contractor's Canadian facility or the Contractor's Canadian Distribution Point, Incoterms 2000, including Canadian customs duties and excise taxes, where applicable, Goods and Services Tax or Harmonized Sales Tax extra.

4.2 Transportation Costs

For prepaid transportation costs, the Contractor will be paid for the actual cost with no allowance for overhead or profit.

When requested in a call-up against the Standing Offer, the Contractor must ship the goods prepaid via the method of transportation identified in the call-up, including all delivery charges, to the named place of destination in the call-up. Prepaid transportation costs must be shown as a separate item on the invoice, supported by a certified copy of the prepaid transportation bill of lading.

4.3 SACC Manual Clauses

SACC Reference	Title	Date
C6000C	Limitation of Price	2011-05-16
H1001C	Multiple Payments	2008-05-12

5. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified on the invoice is completed.

2. Invoices must be distributed as follows:

(a) The original must be forwarded to the consignee for certification and payment, or as indicated on the call-up against the Standing Offer;

6. SACC Manual Clauses

SACC Reference	Title	Date
A9006C	Defence Contract (DND Only)	2008-05-12
A9049C	Vehicle Safety	2011-05-16
B1505C	Shipment of Hazardous Materials	2006-06-16
C2801C	Priority Rating - Canadian based Contractors (DND Only)	2011-05-16
C2800C	Priority Rating - (DND Only)	2001-05-16
D3010C	Dangerous Goods/Hazardous Products (DND Only)	2007-11-30
D3015C	Dangerous Goods/Hazardous Products	2007-11-30
D5545C	ISO 9001:2008 Quality Management Systems - Requirements (QAC C) - (DND Only)	2010-08-16

7. Shipping Instructions

7.1 Shipping Instructions for Users other than DND

Goods must be consigned to the destination specified in the Call-up and delivered FCA Free Carrier at the Contractor's Canadian facility or the Contractor's Canadian Distribution Point, Incoterms 2000 for shipment from a commercial contractor.

7.2 Shipping Instructions for DND

1. Delivery will be FCA Free Carrier at the Contractor's Canadian facilities or the 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.
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 3. The DND Inbound Logistics Coordination Center will be identified in the call-up against the Standing Offer.
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
data sheet.

Shipping Regulations, and a copy of the materiel safety

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 the 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.

8. When requested in a call-up against the Standing Offer, the Contractor must ship the goods prepaid via the method of transportation identified in the call-up, including all delivery charges, to the named place of destination in the call-up. Prepaid transportation costs must be shown as a separate item on the invoice, supported by a certified copy of the prepaid transportation bill of lading.

8. Delivery Requirements Outside a Comprehensive Land Claims Settlement Area (CLCSA)

Any contract resulting from a call-up against the Standing Offer is not to be used for deliveries within a Comprehensive Land Claims Settlement Area (CLCSA). All requirements for deliveries within CLCSA's must be handled separately from this standing offer except to the extent set-out in Part 7A, paragraph 1 of the Standing Offer.

9. Preparation for Delivery

1. The vehicle/equipment shall be serviced, adjusted and delivered in condition for immediate use. The interior and exterior shall be clean when it arrives at the delivery destination.

2. All vehicles/equipment are to be delivered by appointment only. Any attempt by the carrier to deliver the vehicles/equipment without an appointment may be refused. 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 any additional costs.

10. Insurance Requirements

The Contractor must comply with the insurance requirements specified herein. The Contractor must maintain the required insurance coverage for the duration of the Contract.

Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

11. Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

2. The Commercial General Liability policy must include the following:

(a) Additional Named Insured: Canada is added as an additional named insured, but only with respect to liability arising out of the performance of the Contract.

The interest of Canada as additional insured should read as follows: Canada, represented by the department of National Defence and/or Public Works and Government Services Canada.

(b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.

(c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.

(d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.

(e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

(f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.

(g) Employees and, if applicable, Volunteers must be included as Additional Insured.

-
- (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- (i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (l) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- (m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

ANNEX A - PRICING

Group 001 – Snowmobiles

The Contractor must deliver Snowmobiles and related items in accordance with the attached Purchase Description for Sled, Self Propelled, Light Duty, 1 PAX, 2 Stroke Gasoline Engine, ECC 140314 dated April 2011.

Firm lot price of \$_____ Canadian dollars per vehicle/equipment, in accordance with Part 7 Basis of Payment.

Manufacturer: _____ Model: _____ Year: _____

Group 002 – Snowmobiles

The Contractor must deliver Snowmobiles and related items in accordance with the attached Purchase Description for Sled, Self Propelled, Heavy Duty, 2 PAX, 2 Stroke Gasoline Engine, ECC 140315 dated April 2011.

Firm lot price of \$_____ Canadian dollars per vehicle/equipment, in accordance with Part 7 Basis of Payment.

Manufacturer: _____ Model: _____ Year: _____

Group 003 – Snowmobiles

The Contractor must deliver Snowmobiles and related items in accordance with the attached Purchase Description for Sled, Self Propelled, Light Duty, 1 PAX, 4 Stroke Gasoline Engine, ECC 140314 dated April 2011.

Firm lot price of \$_____ Canadian dollars per vehicle/equipment, in accordance with Part 7 Basis of Payment.

Manufacturer: _____ Model: _____ Year: _____

Group 004 – Snowmobiles

The Contractor must deliver Snowmobiles and related items in accordance with the attached Purchase Description for Sled, Self Propelled, Heavy Duty, 2 PAX, 4 Stroke Gasoline Engine, ECC 140315 dated April 2011.

Firm lot price of \$_____ Canadian dollars per vehicle/equipment, in accordance with Part 7 Basis of Payment.

Manufacturer: _____ Model: _____ Year: _____

Annex B – List of Factory Certified Warranty Providers (FCWP)

The warranty providers listed below are Factory Certified and have the facilities and manpower required to perform all warranty repairs and services on the equipment.

The FCWP must be located within 150 kilometers from the City centers listed.

Section I

City Center: St-John's (NL)
 Distance from City Center: _____ km
 FCWP Business Name: _____
 FCWP Business Address: _____
 Contact Name: (if available) _____
 Telephone #: _____
 Fax # (optional): _____
 E-mail (optional): _____

City Center: Halifax (NS)
 Distance from City Center: _____ km
 FCWP Business Name: _____
 FCWP Business Address: _____
 Contact Name: (if available) _____
 Telephone #: _____
 Fax # (optional): _____
 E-mail (optional): _____

City Center: Moncton (NB)
 Distance from City Center: _____ km
 FCWP Business Name: _____
 FCWP Business Address: _____
 Contact Name: (if available) _____
 Telephone #: _____
 Fax # (optional): _____
 E-mail (optional): _____

City Center: Québec (QC)
 Distance from City Center: _____ km
 FCWP Business Name: _____
 FCWP Business Address: _____
 Contact Name: (if available) _____
 Telephone #: _____

Solicitation No. - N° de l'invitation

E60HS-11SNOW/A

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

E60HS-11SNOW

Amd. No. - N° de la modif.

File No. - N° du dossier

hs610E60HS-11SNOW

Buyer ID - Id de l'acheteur

hs610

CCC No./N° CCC - FMS No/ N° VME

Fax # (optional): _____
E-mail (optional): _____

City Center: Montréal (QC)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Ottawa (ON)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Kingston (ON)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Toronto (ON)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: London (ON)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____

Solicitation No. - N° de l'invitation

E60HS-11SNOW/A

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

E60HS-11SNOW

Amd. No. - N° de la modif.

File No. - N° du dossier

hs610E60HS-11SNOW

Buyer ID - Id de l'acheteur

hs610

CCC No./N° CCC - FMS No/ N° VME

Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Winnipeg (MB)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Regina (SK)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Saskatoon (SK)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Calgary (AB)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Edmonton (AB)
Distance from City Center: _____ km

Solicitation No. - N° de l'invitation

E60HS-11SNOW/A

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

E60HS-11SNOW

Amd. No. - N° de la modif.

File No. - N° du dossier

hs610E60HS-11SNOW

Buyer ID - Id de l'acheteur

hs610

CCC No./N° CCC - FMS No/ N° VME

FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Kelowna (BC)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Vancouver (BC)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: Victoria (BC)
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

Section II

Additional Warranty Providers:

City Center: _____ ()
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____

Solicitation No. - N° de l'invitation

E60HS-11SNOW/A

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

E60HS-11SNOW

Amd. No. - N° de la modif.

File No. - N° du dossier

hs610E60HS-11SNOW

Buyer ID - Id de l'acheteur

hs610

CCC No./N° CCC - FMS No/ N° VME

Fax # (optional): _____
E-mail (optional): _____

City Center: _____ ()
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: _____ ()
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: _____ ()
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

City Center: _____ ()
Distance from City Center: _____ km
FCWP Business Name: _____
FCWP Business Address: _____
Contact Name: (if available) _____
Telephone #: _____
Fax # (optional): _____
E-mail (optional): _____

Annex C – Group 1

PURCHASE DESCRIPTION

FOR

SLED

SELF PROPELLED

LIGHT DUTY

1 PAX

2 STROKE GASOLINE ENGINE

ECC 140314

NSN 2350-21-878-7901

APRIL 2011

TABLE OF CONTENTS

- 1. INSTRUCTIONS**
 - 1.1 Scope
 - 1.2 Instructions
 - 1.3 Definitions

- 2. APPLICABLE DOCUMENTS**
 - 2.1 Government Furnished Documents
 - 2.2 Other Publications

- 3. REQUIREMENTS**
 - 3.1 Standard Design
 - 3.2 Operating Conditions
 - 3.3 Safety Regulations
 - 3.4 Human Engineering and Safety
 - 3.5 Vehicle Delivery Condition
 - 3.6 Dimensions

- 4. CHASSIS AND POWER TRAIN SYSTEMS**
 - 4.1 Engine Systems
 - 4.2 Fuel Tank
 - 4.3 Transmission
 - 4.4 Brakes

- 5. BODY SYSTEMS**
 - 5.1 Body Features
 - 5.2 Seating Driver Compartment
 - 5.3 Controls and Instruments

- 6. ELECTRICAL SYSTEMS**

- 7. MISCELLANEOUS**
 - 7.1 Special Equipment
 - 7.2 Colour
 - 7.3 Tools
 - 7.4 Identification Plate

- 8. INTEGRATED LOGISTIC SUPPORT**
 - 8.1 Documentation with each vehicle
 - 8.2 Documentation/Items to the Technical Authority

1. INSTRUCTIONS

- 1.1 Scope** - This document covers NMSO LOSV Group 1, sled, self propelled, light duty 1 PAX, 2 stroke gasoline engines. The purpose of these vehicles are to fill deficiencies and replace vehicles that are presently beyond their life expectancy.
- 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(E)*” 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(E)*”, 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. Metric measurements shall be used to define the requirement. Other measurements are for reference only and may not be exact conversions; and
 - h. 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.
- 1.3 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.

2. APPLICABLE DOCUMENTS

2.1 Government Furnished Documents - NOT APPLICABLE

2.2 Other Publications - The following documents form part of this Purchase Description. Web sites for the organization are given when available. Effective documents are those in effect on date of manufacture. Sources are as shown:

- a. SAE Handbook

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

3. REQUIREMENTS

3.1 Standard Design – The vehicle/equipment *shall*:

- a. Be the latest model from a manufacturer who has demonstrated acceptability by manufacturing and selling this type and size class of vehicle for at least 1 year;
- b. Have engineering certification available, upon demand, for this application from the original manufacturer of major equipment systems and assemblies;
- c. Conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture; and
- d. Have system and component capacities not greater than their published ratings (i.e. product or component brochures) or accompanied by proof of compliance.

3.2 Operating Conditions – The vehicle/equipment, under all load conditions, *shall* operate safely and efficiently as follows without appreciable degradation in reliability and maintainability:

- a. **Towing capacity** – The vehicle/equipment *shall* be capable of being operated while towing a minimum load of 200 kg;
- b. **Weather** - The vehicle/equipment *shall* operate under the extremes of weather found in Canada in temperatures ranging from -40 to 10° C (-40 to 50° F);
- c. **Terrain** - The vehicle/equipment *shall* be capable of being operated off-road (e.g. construction sites, open fields and snow covered trails). Terrain conditions *shall* include winter operations on deep snow and ice.

3.3 Safety Regulations – The vehicle should comply with applicable Canadian Federal safety regulations.

3.4 Human Engineering and Safety – The following applies:

- a. All systems and controls should be safe and easy to use by a full range of operators (5th percentile female to 95th percentile male), in general accordance with SAE J833 (ISO 3411) and SAE J898 (ISO 6682);
- b. Safety devices such as warning plates, instruction plates, non-slip surfaces, grab handles and heat shields should be provided, where required, to ensure safe operation.

3.5 Vehicle Delivery Condition – The vehicle *shall* be delivered to destination in a fully operational condition (serviced and adjusted) and both the interior and exterior *shall* be cleaned. If the vehicle requires assembly at destination, the Contractor *shall* be responsible for all manpower and equipment to perform assembly. The consignee will provide the area required for assembly. For shipment verification, all tools, equipment and accessories, which are shipped loose with the equipment, *shall* be listed on the shipping certificate or to an attached packing note.

3.6 Dimensions – The following *shall* be provided:

- a. A minimum rear suspension travel of 210 mm;
- b. A minimum track length of 3400 mm;
- c. A minimum track width of 380 mm.

4. CHASSIS AND POWER TRAIN SYSTEMS

4.1 Engine Systems – The following applies:

- a. The engine displacement *shall* be at least 490 cc;
- b. The engine *shall* have a minimum of two (2) cylinders;
- c. The engine *shall* be an oil injected 2-stroke engine ;
- d. Exhaust pipe and spark arresting muffler *shall* be provided;
- e. Fuel type *shall* be unleaded gasoline.
- f. Injection oil reservoir *shall* have a minimum capacity of 2.5 litres.

4.2 Fuel Tank – The following applies:

- a. A minimum 30 liters fuel tank capacity *shall* be provided;
Fuel tank cap should indicate the use of gasoline fuel;
- b. Fuel tank and/or fuel tank cap *shall(E)* indicate the level of fuel in the tank.

4.3 Transmission – the following applies:

- a. A minimum of one forward and one reverse gear *shall* be provided.

4.4 Brakes – The following *shall* be provided:

- a. Hydraulic disc brake;
- b. A parking brake.

5. BODY SYSTEMS

5.1 Body Features – The following *shall* be provided:

- a. Rear cargo box/rack behind the seat;
- b. Skis width minimum 6 inches up to a maximum of 12 inches with plastic liners and carbide runners.

5.2 Seating for Driver Compartment – The following *shall* be provided:

- a. A seat large enough for one (1) adult dressed in heavy clothing;
- b. A windshield minimum height of 11 inches to a maximum of 19 inches;
- c. Mirrors on each side of the vehicle;
- d. Heated throttle lever and grips.

5.3 Controls and Instruments – The following applies:

- a. Electrical starting with manual recoil back-up *shall* be provided;
- b. Speedometer *shall* be provided;
- c. Fuel gauge *shall(E)* be provided;
- d. Gear indicator *shall* be provided. The gear indicator *shall* be, as a minimum, markings on and/or a decal next to the gear selector lever; and
- e. A tether switch to turn off the engine and/or to stop the vehicle in the event that the operator falls off during operation *shall* be provided.

6. ELECTRICAL SYSTEMS – The following *shall* be provided:

- a. Heavy-duty maintenance-free battery;
- b. A 12V outlet in the driver compartment.

7. MISCELLANEOUS

7.1 Special Equipment – The following *shall* be provided:

- a. A storage cover;
- b. A rear mounted hinged hitch plate.

7.2 Colour – The following applies:

- a. The colour of external surfaces is as per Manufacturer's standard colour.

7.3 Tools – The following applies:

- a. A basic tool kit *shall(E)* be provided with each vehicle;

The tools should be stored in a bag and should include, as a minimum, tools specific to the vehicle for roadside maintenance.

7.4 Identification Plate – The following information *shall* be provided as a minimum, permanently marked and in a conspicuous and protected location:

- Manufacturer;
- Model;
- Model year;
- Serial number;
- Gross Vehicle Weight Rating (GVWR);

8. INTEGRATED LOGISTIC SUPPORT – The Contractor is required to ensure that spare parts required to properly maintain and repair completed vehicles are available for purchase for a period of 10 years.

8.1 Documentation with each vehicle – The Contractor *shall* provide the following documents with each vehicle:

- a. **Vehicle Manuals** – The vehicle *shall* be provided with all manuals required for the safe operation, maintenance and repair of the vehicles and all sub-systems, attachments, components and accessories included in the vehicle supplied. The following manuals *shall* be provided:

- i. **Operator's Manuals** – Operator's Manuals *shall* be provided in a bilingual format or as 2 manuals in a single binder (one English, one French). Operators' Manual(s) *shall* be supplied in paper format. The Operator's Manual *shall* include:
- Instructions for the safe operation of the vehicle;
 - Daily operator maintenance instructions/checks (including lubrication);
 - Safety warnings: and
 - Hand signals (as necessary).
- ii. **Parts Manuals** – The Parts Manuals *shall* be in English (French translation is desirable). The Parts Manuals *shall* include:
- Illustrations showing all components of the vehicle including equipment and accessories from other manufacturers that is supplied for the requirements of the contract. The illustrations *shall* have numbers for the itemization of the parts;
 - A listing for all itemized manufacturer's parts showing the manufacturer's part number of the illustration, the part name and a brief description of the item; and
 - Cross reference relating the manufacturer part number to the correct figure and item number.
- iii. **Maintenance (Shop Repair) Manuals** - The Maintenance (Shop Repair) Manual *shall* be in English (French translation is desirable). The Maintenance (Shop Repair) Manuals *shall* include:
- A trouble shooting guide, showing the steps and tests required to determine the exact cause of a problem and an explanation of what steps would be required to correct a problem;
 - A listing of the necessary tolerances, torque levels, fluid volumes required and a section listing any special tools (including item part numbers);
 - Information on the order of disassembly and assembly of the systems and components of the vehicle; and

- Complete electrical diagrams.
- iv. **Manuals on CD/DVD-ROM** - A copy of the manuals on CD/DVD-ROM *shall* be provided, if available. This *shall* include all the manuals provided in clauses i, ii, and iii above. For usability, CD/DVD-ROM *shall not* require password and/or Internet connection to be accessed. Operator's manuals *shall* also be supplied in paper format.
- v. **Sample Manuals** – NOT APPLICABLE

Notes: In the event that the manuals are not available at time of shipment, provisional manuals *shall* accompany the vehicle/equipment. Provisional manuals *shall* be clearly identified with the word “**PROVISIONAL**”. Provisional manuals *shall* be replaced with approved manuals to all shipping locations within 30 calendar days of receipt of approval of manuals.

- b. **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.

8.2 Documentation/Items to the Technical Authority – The Contractor *shall* provide the following documents to the Technical Authority:

Data Summary – NOT APPLICABLE

- a. **Photographs** – NOT APPLICABLE
- b. **Preventive Maintenance Replacement Parts Kit List** - A list of parts needed to perform preventive maintenance on one vehicle for a 6-month period or equivalent amount of hours. A complete change of all filters and filter elements *shall* be included. The list will be reviewed, amended (if required) and approved by the Technical Authority. The list *shall* include the following elements:
 - i. Part description;
 - ii. Original Equipment Manufacturer Part number;
 - iii. Suggested quantity; and
 - iv. Unit cost.

- c. **List of Special Tools** - The Contractor *shall* provide a list detailing the special tools required for the vehicle that would not be included in a mechanics toolbox. This would include items such as special wrenches, or extraction devices and special diagnostic tools;
- d. **Safety Recalls and Servicing Data** – The following information is required to be provided to all customer locations, on a continuing basis, throughout the life expectancy of the vehicle or for no less than 10 years:
 - i. Safety Recalls; and
 - ii. Manufacturers technical Service Bulletins or equivalent.

NOTE: This service can be made available as an Internet Service.

- e. **Brochures** – Up-to-date brochures and other applicable information for each make/model/configuration *shall* be supplied to the Technical Authority.

TECHNICAL INFORMATION QUESTIONNAIRE

This questionnaire covers technical information, which ***shall*** be provided for evaluation of the vehicle/equipment offered. The questionnaire ***shall*** be filled in, or at least signed, by an authorized technical representative

The Contractor ***shall*** provide to the Technical Authority bilingual technical documentation with pictures of the vehicle/equipment to support the claims made in the Technical Information Questionnaire. This documentation may be in the form of a brochure / technical specifications sheet of the product/equipment offered.

Where a company is unsure if their vehicle / equipment / product / system complies, they ***shall*** provide a complete explanation.

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

Company name: _____

Name of the Authorized Representative: _____

Title of the Authorized Representative: _____

Signature of the Authorized Representative: _____

Manufacturer's name: _____

3. REQUIREMENTS

3.1 Standard Design – Complies?

Yes ☐ No ☐

- a. Make: _____
Model: _____
Model Year: _____
Length of time this model in production/sold commercially _____ years

- b. Are system/component used within published capacities? Yes ☐ No ☐

Comments: _____

3.2 Operating Conditions – the equipment, under all load conditions, *shall* operate safely and efficiently as follows without appreciable degradation in reliability and maintainability:

- a. **Towing capacity** – A minimum load of 200 kg. Yes ☐ No ☐

- b. **Weather** - Temperatures ranging from -40 to 10° C. Yes ☐ No ☐

- c. **Terrain** – As described. Yes ☐ No ☐

Comments: _____

3.3 Safety Regulations – Complies?

Yes ☐ No ☐

Comments: _____

3.4 Human Engineering and Safety – Complies?

Yes ☐ No ☐

Comments: _____

3.5 Vehicle Delivery Condition – Complies?

Yes ☐ No ☐

Comments: _____

3.6 Dimensions – The following *shall* be provided:

- a. Vehicle has a minimum rear suspension travel of 210 mm. Yes ☐ No ☐
- b. Vehicle has a minimum track length of 3400 mm. Yes ☐ No ☐
- c. Vehicle has a minimum track width of 380 mm. Yes ☐ No ☐

Comments: _____

4. CHASSIS AND POWER TRAIN SYSTEMS

4.1 Engine Systems – The following applies:

- a. Engine displacement is at least 490 cc. Yes ☐ No ☐
- b. Engine has at least two (2) cylinders. Yes ☐ No ☐
- c. Engine is an oil injected 2-stroke engine. Yes ☐ No ☐
- d. Exhaust pipe and a spark arresting muffler are provided. Yes ☐ No ☐
- e. Engine fuel type is unleaded gasoline. Yes ☐ No ☐
- f. Injection oil reservoir has a minimum capacity of 2.5 litres. Yes ☐ No ☐

Comments: _____

4.2 Fuel Tank - The following applies:

a. Fuel tank has a minimum capacity of 30 liters. Yes ☐ No ☐

b. Fuel tank and/or fuel tank cap indicated the fuel level. Yes ☐ No ☐

Comments: _____

4.3 Transmission – The following *shall* be provided:

a. Transmission has a minimum of one forward and one reverse gear. Yes ☐ No ☐

Comments: _____

4.4 Brakes – The following *shall* be provided:

a. Vehicle has hydraulic disc brakes. Yes ☐ No ☐

b. Vehicle is equipped with a parking brake. Yes ☐ No ☐

Comments: _____

5. BODY SYSTEMS

5.1 Body Features – The following *shall* be provided:

a. Rear cargo box/rack behind the seat. Yes ☐ No ☐

b. Skis width minimum width 6 inches to a maximum of 12 inches
with plastic liners and carbide runners. Yes ☐ No ☐

Comments: _____

5.2 Seating for Driver Compartment - The following *shall* be provided:

- a. A seat as described. Yes ☐ No ☐
- b. A windshield minimum height of 11 inches to a maximum of 19 inches. Yes ☐ No ☐
- c. Mirrors on each side of the vehicle. Yes ☐ No ☐
- d. Heated throttle lever and grips. Yes ☐ No ☐

Comments: _____

5.3 Controls and Instruments – The following applies:

- a. Electrical starting with manual recoil back-up. Yes ☐ No ☐
- b. Speedometer. Yes ☐ No ☐
- c. Fuel gauge. Yes ☐ No ☐
- d. Gear indicator. Yes ☐ No ☐
- e. Tether switch as described. Yes ☐ No ☐

Comments: _____

6. ELECTRICAL SYSTEMS – The following *shall* be provided:

- a. Heavy-duty maintenance-free battery. Yes ☐ No ☐
- b. 12V outlet in the driver compartment. Yes ☐ No ☐

Comments: _____

7. MISCELLANEOUS

7.1 Special Equipment – The following *shall* be provided:

- a. A storage cover. Yes ☐ No ☐
- b. A rear mounted hinged hitch plate. Yes ☐ No ☐

Comments: _____

7.2 Color – Complies? Yes ☐ No ☐

Comments: _____

7.3 Tools – The following *shall(E)* be provided:

- a. A basic tool kit with each vehicle. Yes ☐ No ☐

Comments: _____

7.4 Identification Plate – Complies? Yes ☐ No ☐

Comments: _____

8. INTEGRATED LOGISTIC SUPPORT

8.1 Documentation with each vehicle – Complies?

Yes ☐ No ☐

Comments: _____

8.2 Documentation/Items to the Technical Authority – Complies?

Yes ☐ No ☐

Comments: _____

Annex D – Group 2

PURCHASE DESCRIPTION

FOR

SLED

SELF PROPELLED

HEAVY DUTY

2 PAX

2 STROKE GASOLINE ENGINE

ECC 140315

NSN 2350-21-886-1669

APRIL 2011

TABLE OF CONTENTS

- 1. INSTRUCTIONS**
 - 1.1 Scope
 - 1.2 Instructions
 - 1.3 Definitions

- 2. APPLICABLE DOCUMENTS**
 - 2.1 Government Furnished Documents
 - 2.2 Other Publications

- 3. REQUIREMENTS**
 - 3.1 Standard Design
 - 3.2 Operating Conditions
 - 3.3 Safety Regulations
 - 3.4 Human Engineering and Safety
 - 3.5 Vehicle Delivery Condition
 - 3.6 Dimensions

- 4. CHASSIS AND POWER TRAIN SYSTEMS**
 - 4.1 Engine Systems
 - 4.2 Fuel Tank
 - 4.3 Transmission
 - 4.4 Brakes

- 5. BODY SYSTEMS**
 - 5.1 Body Features
 - 5.2 Seating and Driver/Passenger Compartment
 - 5.3 Controls and Instruments

- 6. ELECTRICAL SYSTEMS**

- 7. MISCELLANEOUS**
 - 7.1 Special Equipment
 - 7.2 Colour
 - 7.3 Tools
 - 7.4 Identification Plate

- 8. INTEGRATED LOGISTIC SUPPORT**
 - 8.1 Documentation with each vehicle
 - 8.2 Documentation/Items to the Technical Authority

1. INSTRUCTIONS

- 1.1 Scope** - This document covers NMSO LOSV Group 2, sled, self propelled, heavy duty, 2 PAX, 2 strokes gasoline engine. The purpose of these vehicles are to fill deficiencies and replace vehicles that are presently beyond their life expectancy.
- 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(E)**” 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(E)**”, 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. Metric measurements shall be used to define the requirement. Other measurements are for reference only and may not be exact conversions; and
 - h. 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.
- 1.3 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.

2. APPLICABLE DOCUMENTS

2.1 Government Furnished Documents - NOT APPLICABLE

2.2 Other Publications - The following documents form part of this Purchase Description. Web sites for the organization are given when available. Effective documents are those in effect on date of manufacture. Sources are as shown:

- a. SAE Handbook

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

3. REQUIREMENTS

3.1 Standard Design – The vehicle/equipment *shall*:

- a. Be the latest model from a manufacturer who has demonstrated acceptability by manufacturing and selling this type and size class of vehicle for at least 1 year;
- b. Have engineering certification available, upon demand, for this application from the original manufacturer of major equipment systems and assemblies;
- c. Conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture; and
- d. Have system and component capacities not greater than their published ratings (i.e. product or component brochures) or accompanied by proof of compliance.

3.2 Operating Conditions – The vehicle/equipment, under all load conditions, *shall* operate safely and efficiently as follows without appreciable degradation in reliability and maintainability:

- a. **Towing capacity** – The vehicle/equipment *shall* be capable of being operated while towing a minimum load of 200 kg;
- b. **Weather** - The vehicle/equipment *shall* operate under the extremes of weather found in Canada in temperatures ranging from -40 to 10° C (-40 to 50° F);
- c. **Terrain** - The vehicle/equipment *shall* be capable of being operated off-road (e.g. construction sites, open fields and snow covered trails). Terrain conditions *shall* include winter operations on deep snow and ice.

3.3 Safety Regulations – The vehicle should comply with applicable Canadian Federal safety regulations.

3.4 Human Engineering and Safety – The following applies:

- a. All systems and controls should be safe and easy to use by a full range of operators (5th percentile female to 95th percentile male), in general accordance with SAE J833 (ISO 3411) and SAE J898 (ISO 6682);
- b. Safety devices such as warning plates, instruction plates, non-slip surfaces, grab handles and heat shields should be provided, where required, to ensure safe operation.

3.5 Vehicle Delivery Condition – The vehicle *shall* be delivered to destination in a fully operational condition (serviced and adjusted) and both the interior and exterior *shall* be cleaned. If the vehicle requires assembly at destination, the Contractor *shall* be responsible for all manpower and equipment to perform assembly. The consignee will provide the area required for assembly. For shipment verification, all tools, equipment and accessories, which are shipped loose with the equipment, *shall* be listed on the shipping certificate or to an attached packing note.

3.6 Dimensions – The following *shall* be provided:

- a. A minimum rear suspension travel of 210 mm;
- b. A minimum track length of 3900 mm;
- c. A minimum track width of 500 mm.

4. CHASSIS AND POWER TRAIN SYSTEMS

4.1 Engine Systems – The following applies:

- a. The engine displacement *shall* be at least 490 cc;
- b. The engine *shall* have a minimum of two (2) cylinders;
- c. The engine *shall* be an oil injected 2-stroke engine;
- d. Exhaust pipe and spark arresting muffler *shall* be provided;
- e. Fuel type *shall* be unleaded gasoline.
- f. Injection oil reservoir *shall* have a minimum capacity of 2.5 litres

4.2 Fuel Tank – The following applies:

- a. A minimum 30 liters fuel tank capacity *shall* be provided;
Fuel tank cap should indicate the use of gasoline fuel;
- b. Fuel tank and/or fuel tank cap *shall(E)* indicate the level of fuel in the tank.

4.3 Transmission – the following applies:

- a. A minimum of one forward and one reverse gear *shall* be provided.

4.4 Brakes – The following *shall* be provided:

- a. Hydraulic disc brake;
- b. A parking brake.

5. BODY SYSTEMS

5.1 Body Features – The following *shall* be provided:

- a. Rear cargo box/rack behind the seat;
- b. Skis width minimum 6 inches up to a maximum of 12 inches with plastic liners and carbide runners.

5.2 Seating and Driver/Passenger Compartment – The following *shall* be provided:

- a. A seat in a 2-up style for two (2) adults dressed in heavy clothing;
- b. A tall windshield minimum height of 11 inches to a maximum of 19 inches;
- c. A backrest for the passenger;
- d. Mirrors on each side of the vehicle;
- e. Heated throttle lever and grips.

5.3 Controls and Instruments – The following applies:

- a. Electrical starting with manual recoil back-up *shall* be provided;
- b. Speedometer *shall* be provided;
- c. Fuel gauge *shall(E)* be provided;
- d. Gear indicator *shall* be provided. The gear indicator *shall* be, as a minimum, markings on and/or a decal next to the gear selector lever; and
- e. A tether switch to turn off the engine and/or to stop the vehicle in the event that the operator falls off during operation *shall* be provided.

6. ELECTRICAL SYSTEMS – The following *shall* be provided:

- a. Heavy-duty maintenance-free battery;
- b. A 12V outlet in the driver/passenger compartment.

7. MISCELLANEOUS

7.1 Special Equipment – The following *shall* be provided:

- a. A storage cover;
- b. A rear mounted hinged hitch plate.

7.2 Colour – The following applies:

- a. The colour of external surfaces is as per Manufacturer's standard colour.

7.3 Tools – The following applies:

- a. A basic tool kit *shall(E)* be provided with each vehicle;

The tools should be stored in a bag and should include, as a minimum, tools specific to the vehicle for roadside maintenance.

7.4 Identification Plate – The following information *shall* be provided as a minimum, permanently marked and in a conspicuous and protected location:

- Manufacturer;
- Model;
- Model year;
- Serial number;
- Gross Vehicle Weight Rating (GVWR);

8. INTEGRATED LOGISTIC SUPPORT – The Contractor is required to ensure that spare parts required to properly maintain and repair completed vehicles are available for purchase for a period of 10 years.

8.1 Documentation with each vehicle – The Contractor *shall* provide the following documents with each vehicle:

- a. **Vehicle Manuals** – The vehicle *shall* be provided with all manuals required for the safe operation, maintenance and repair of the vehicles and all sub-systems, attachments, components and accessories included in the vehicle supplied. The following manuals *shall* be provided:
 - i. **Operator's Manuals** – Operator's Manuals *shall* be provided in a bilingual format or as 2 manuals in a single binder (one English, one French). Operators' Manual(s) *shall* be supplied in paper format. The Operator's Manual *shall* include:
 - Instructions for the safe operation of the vehicle;

- Daily operator maintenance instructions/checks (including lubrication);
 - Safety warnings; and
 - Hand signals (as necessary).
- ii. **Parts Manuals** – The Parts Manuals *shall* be in English (French translation is desirable). The Parts Manuals *shall* include:
- Illustrations showing all components of the vehicle including equipment and accessories from other manufacturers that is supplied for the requirements of the contract. The illustrations *shall* have numbers for the itemization of the parts;
 - A listing for all itemized manufacturer's parts showing the manufacturer's part number of the illustration, the part name and a brief description of the item; and
 - Cross reference relating the manufacturer part number to the correct figure and item number.
- iii. **Maintenance (Shop Repair) Manuals** - The Maintenance (Shop Repair) Manual *shall* be in English (French translation is desirable). The Maintenance (Shop Repair) Manuals *shall* include:
- A trouble shooting guide, showing the steps and tests required to determine the exact cause of a problem and an explanation of what steps would be required to correct a problem;
 - A listing of the necessary tolerances, torque levels, fluid volumes required and a section listing any special tools (including item part numbers);
 - Information on the order of disassembly and assembly of the systems and components of the vehicle; and
 - Complete electrical diagrams.
- iv. **Manuals on CD/DVD-ROM** - A copy of the manuals on CD/DVD-ROM *shall* be provided, if available. This *shall* include all the manuals provided in clauses i, ii, and iii above. For usability, CD/DVD-ROM *shall not* require password and/or Internet connection to be accessed. Operator's manuals *shall* also be supplied in paper format.

v. **Sample Manuals – NOT APPLICABLE**

Notes: In the event that the manuals are not available at time of shipment, provisional manuals *shall* accompany the vehicle/equipment. Provisional manuals *shall* be clearly identified with the word “**PROVISIONAL**”. Provisional manuals *shall* be replaced with approved manuals to all shipping locations within 30 calendar days of receipt of approval of manuals.

- b. **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.

8.2 **Documentation/Items to the Technical Authority** – The Contractor *shall* provide the following documents to the Technical Authority:

Data Summary – NOT APPLICABLE

- a. **Photographs – NOT APPLICABLE**
- b. **Preventive Maintenance Replacement Parts Kit List** - A list of parts needed to perform preventive maintenance on one vehicle for a 6-month period or equivalent amount of hours. A complete change of all filters and filter elements *shall* be included. The list will be reviewed, amended (if required) and approved by the Technical Authority. The list *shall* include the following elements:
- i. Part description;
 - ii. Original Equipment Manufacturer Part number;
 - iii. Suggested quantity; and
 - iv. Unit cost.
- c. **List of Special Tools** - The Contractor *shall* provide a list detailing the special tools required for the vehicle that would not be included in a mechanics toolbox. This would include items such as special wrenches, or extraction devices and special diagnostic tools;

- d. **Safety Recalls and Servicing Data** – The following information is required to be provided to all customer locations, on a continuing basis, throughout the life expectancy of the vehicle or for no less than 10 years:

- i. Safety Recalls; and
- ii. Manufacturers technical Service Bulletins, or equivalent.

NOTE: This service can be made available as an Internet Service.

- e. **Brochures** – Up-to-date brochures and other applicable information for each make/model/configuration *shall* be supplied to the Technical Authority.

TECHNICAL INFORMATION QUESTIONNAIRE

This questionnaire covers technical information, which *shall* be provided for evaluation of the vehicle/equipment offered. The questionnaire *shall* be filled in, or at least signed, by an authorized technical representative

The Contractor *shall* provide to the Technical Authority bilingual technical documentation with pictures of the vehicle/equipment to support the claims made in the Technical Information Questionnaire. This documentation may be in the form of a brochure / technical specifications sheet of the product/equipment offered.

Where a company is unsure if their vehicle / equipment / product / system complies, they *shall* provide a complete explanation.

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

Company name: _____

Name of the Authorized Representative: _____

Title of the Authorized Representative: _____

Signature of the Authorized Representative: _____

Manufacturer's name: _____

3. REQUIREMENTS

3.1 Standard Design – Complies?

Yes ☐ No ☐

- a. Make: _____
Model: _____
Model Year: _____
Length of time this model in production/sold commercially _____ years

- b. Are system/component used within published capacities? Yes ☐ No ☐

Comments: _____

3.2 Operating Conditions – the equipment, under all load conditions, *shall* operate safely and efficiently as follows without appreciable degradation in reliability and maintainability:

- a. **Towing capacity** – A minimum load of 200 kg. Yes ☐ No ☐

- b. **Weather** - Temperatures ranging from -40 to 10° C. Yes ☐ No ☐

- c. **Terrain** – As described. Yes ☐ No ☐

Comments: _____

3.3 Safety Regulations – Complies?

Yes ☐ No ☐

Comments: _____

3.4 Human Engineering and Safety – Complies?

Yes ☐ No ☐

Comments: _____

3.5 Vehicle Delivery Condition – Complies?

Yes ☐ No ☐

Comments: _____

3.6 Dimensions – The following *shall* be provided:

- a. Vehicle has a minimum rear suspension travel of 210 mm. Yes ☐ No ☐
- b. Vehicle has a minimum track length of 3900 mm. Yes ☐ No ☐
- c. Vehicle has a minimum track width of 500 mm. Yes ☐ No ☐

Comments: _____

4. CHASSIS AND POWER TRAIN SYSTEMS

4.1 Engine Systems – The following applies:

- a. Engine displacement is at least 490 cc. Yes ☐ No ☐
- b. Engine has at least two (2) cylinders. Yes ☐ No ☐
- c. Engine is an oil injected 2-stroke engine. Yes ☐ No ☐
- d. Exhaust pipe and a spark arresting muffler are provided. Yes ☐ No ☐
- e. Engine fuel type is unleaded gasoline. Yes ☐ No ☐
- f. Injection oil reservoir has a minimum capacity of 2.5 litres. Yes ☐ No ☐

Comments: _____

4.2 Fuel Tank - The following applies:

- a. Fuel tank has a minimum capacity of 30 liters. Yes ☐ No ☐

- b. Fuel tank and/or fuel tank cap indicated the fuel level. Yes ☐ No ☐

Comments: _____

4.3 Transmission – The following *shall* be provided:

- a. Transmission has a minimum of one forward and one reverse gear. Yes ☐ No ☐

Comments: _____

4.4 Brakes – The following *shall* be provided:

- a. Vehicle has hydraulic disc brakes. Yes ☐ No ☐

- b. Vehicle is equipped with a parking brake. Yes ☐ No ☐

Comments: _____

5. BODY SYSTEMS

5.1 Body Features – The following *shall* be provided:

- a. Rear cargo box/rack behind the seat. Yes ☐ No ☐

- b. Skis width minimum width 6 inches to a maximum of 12 inches with plastic liners and carbide runners. Yes ☐ No ☐

Comments: _____

5.2 Seating and Driver/Passenger Compartment - The following *shall* be provided:

- a. A seat as described. Yes ☐ No ☐

- b. A windshield minimum height of 11 inches to a maximum of 19 inches. Yes ☐ No ☐
- c. A backrest for the passenger; Yes ☐ No ☐
- d. Mirrors on each side of the vehicle. Yes ☐ No ☐
- e. Heated throttle lever and grips. Yes ☐ No ☐

Comments: _____

5.3 Controls and Instruments – The following applies:

- a. Electrical starting with manual recoil back-up. Yes ☐ No ☐
- b. Speedometer. Yes ☐ No ☐
- c. Fuel gauge. Yes ☐ No ☐
- d. Gear indicator. Yes ☐ No ☐
- e. Tether switch as described. Yes ☐ No ☐

Comments: _____

6. ELECTRICAL SYSTEMS – The following *shall* be provided:

- a. Heavy-duty maintenance-free battery. Yes ☐ No ☐
- b. 12V outlet in the driver/passenger compartment. Yes ☐ No ☐

Comments: _____

7. MISCELLANEOUS

7.1 Special Equipment – The following *shall* be provided:

- a. A storage cover. Yes ☐ No ☐
- b. A rear mounted hinged hitch plate. Yes ☐ No ☐

Comments: _____

7.2 Colour – Complies? Yes ☐ No ☐

Comments: _____

7.3 Tools – The following *shall(E)* be provided:

- a. A basic tool kit with each vehicle. Yes ☐ No ☐

Comments: _____

7.4 Identification Plate – Complies? Yes ☐ No ☐

Comments: _____

8. INTEGRATED LOGISTIC SUPPORT

8.1 Documentation with each vehicle – Complies?

Yes ☐ No ☐

Comments: _____

8.2 Documentation/Items to the Technical Authority – Complies?

Yes ☐ No ☐

Comments: _____

Annex E – Group 3

PURCHASE DESCRIPTION

FOR

SLED

SELF PROPELLED

LIGHT DUTY

1 PAX

4 STROKE GASOLINE ENGINE

ECC 140314

NSN 2350-21-878-7901

APRIL 2011

TABLE OF CONTENTS

- 1. INSTRUCTIONS**
 - 1.1 Scope
 - 1.2 Instructions
 - 1.3 Definitions

- 2. APPLICABLE DOCUMENTS**
 - 2.1 Government Furnished Documents
 - 2.2 Other Publications

- 3. REQUIREMENTS**
 - 3.1 Standard Design
 - 3.2 Operating Conditions
 - 3.3 Safety Regulations
 - 3.4 Human Engineering and Safety
 - 3.5 Vehicle Delivery Condition
 - 3.6 Dimensions

- 4. CHASSIS AND POWER TRAIN SYSTEMS**
 - 4.1 Engine Systems
 - 4.2 Fuel Tank
 - 4.3 Transmission
 - 4.4 Brakes

- 5. BODY SYSTEMS**
 - 5.1 Body Features
 - 5.2 Seating for Driver Compartment
 - 5.3 Controls and Instruments

- 6. ELECTRICAL SYSTEMS**

- 7. MISCELLANEOUS**
 - 7.1 Special Equipment
 - 7.2 Colour
 - 7.3 Tools
 - 7.4 Identification Plate

- 8. INTEGRATED LOGISTIC SUPPORT**
 - 8.1 Documentation with each vehicle
 - 8.2 Documentation/Items to the Technical Authority

1. INSTRUCTIONS

- 1.1 Scope** - This document covers NMSO LOSV Group 3, sled, self propelled, light duty 1 PAX, 4 strokes gasoline engine. The purpose of these vehicles is to fill deficiencies and replace vehicles that are presently beyond their life expectancy.
- 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(E)**” 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(E)**”, 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. Metric measurements shall be used to define the requirement. Other measurements are for reference only and may not be exact conversions; and
 - h. 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.
- 1.3 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.

2. APPLICABLE DOCUMENTS

2.1 Government Furnished Documents - NOT APPLICABLE

2.2 Other Publications - The following documents form part of this Purchase Description. Web sites for the organization are given when available. Effective documents are those in effect on date of manufacture. Sources are as shown:

- a. SAE Handbook

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

3. REQUIREMENTS

3.1 Standard Design – The vehicle/equipment *shall*:

- a. Be the latest model from a manufacturer who has demonstrated acceptability by manufacturing and selling this type and size class of vehicle for at least 1 year;
- b. Have engineering certification available, upon demand, for this application from the original manufacturer of major equipment systems and assemblies;
- c. Conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture; and
- d. Have system and component capacities not greater than their published ratings (i.e. product or component brochures) or accompanied by proof of compliance.

- 3.2 Operating Conditions** – The vehicle/equipment, under all load conditions, *shall* operate safely and efficiently as follows without appreciable degradation in reliability and maintainability:
- a. **Towing capacity** – The vehicle/equipment *shall* be capable of being operated while towing a minimum load of 200 kg;
 - b. **Weather** - The vehicle/equipment *shall* operate under the extremes of weather found in Canada in temperatures ranging from -40 to 10° C (-40 to 50° F);
 - c. **Terrain** - The vehicle/equipment *shall* be capable of being operated off-road (e.g. construction sites, open fields and snow covered trails). Terrain conditions *shall* include winter operations on deep snow and ice.
- 3.3 Safety Regulations** – The vehicle should comply with applicable Canadian Federal safety regulations.
- 3.4 Human Engineering and Safety** – The following applies:
- a. All systems and controls should be safe and easy to use by a full range of operators (5th percentile female to 95th percentile male), in general accordance with SAE J833 (ISO 3411) and SAE J898 (ISO 6682);
 - b. Safety devices such as warning plates, instruction plates, non-slip surfaces, grab handles and heat shields should be provided, where required, to ensure safe operation.
- 3.5 Vehicle Delivery Condition** – The vehicle *shall* be delivered to destination in a fully operational condition (serviced and adjusted) and both the interior and exterior *shall* be cleaned. If the vehicle requires assembly at destination, the Contractor *shall* be responsible for all manpower and equipment to perform assembly. The consignee will provide the area required for assembly. For shipment verification, all tools, equipment and accessories, which are shipped loose with the equipment, *shall* be listed on the shipping certificate or to an attached packing note.
- 3.6 Dimensions** – The following *shall* be provided:
- a. A minimum rear suspension travel of 290 mm;
 - b. A minimum track length of 3400 mm;
 - c. A minimum track width of 380 mm.

4. CHASSIS AND POWER TRAIN SYSTEMS

4.1 Engine Systems – The following applies:

- a. The engine displacement *shall* be at least 490 cc;
- b. The engine *shall* be liquid cooled;
- c. The engine *shall* have a minimum of two (2) cylinders;
- d. The engine *shall* be a 4-stroke engine;
- e. Exhaust pipe and spark arresting muffler *shall* be provided;
- f. Fuel type *shall* be unleaded gasoline.

4.2 Fuel Tank – The following applies:

- a. A minimum 30 liters fuel tank capacity *shall* be provided;
Fuel tank cap should indicate the use of gasoline fuel;
- b. Fuel tank and/or fuel tank cap *shall(E)* indicate the level of fuel in the tank.

4.3 Transmission – the following applies:

- a. A minimum of one forward and one reverse gear *shall* be provided.

4.4 Brakes – The following *shall* be provided:

- a. Hydraulic disc brake;
- b. A parking brake.

5. BODY SYSTEMS

5.1 Body Features – The following *shall* be provided:

- a. Rear cargo box/rack behind the seat;
- b. Skis width minimum 6 inches up to a maximum of 12 inches with plastic liners and carbide runners.

5.2 Seating for Driver Compartment – The following *shall* be provided:

- a. A seat large enough for one (1) adult dressed in heavy clothing;
- b. A windshield minimum height of 11 inches to a maximum of 19 inches;
- c. Mirrors on each side of the vehicle;
- d. Heated throttle lever and grips.

5.3 Controls and Instruments – The following applies:

- a. Electrical starting with manual recoil back-up *shall* be provided;
- b. Speedometer *shall* be provided;
- c. Fuel gauge *shall(E)* be provided;
- d. Gear indicator *shall* be provided. The gear indicator *shall* be, as a minimum, markings on and/or a decal next to the gear selector lever; and
- e. A tether switch to turn off the engine and/or to stop the vehicle in the event that the operator falls off during operation *shall* be provided.

6. ELECTRICAL SYSTEMS – The following *shall* be provided:

- a. Heavy-duty maintenance-free battery;
- b. A 12V outlet in the driver compartment.

7. MISCELLANEOUS

7.1 Special Equipment – The following *shall* be provided:

- a. A storage cover;

- b. A rear mounted hinged hitch plate.

7.2 Colour – The following applies:

- a. The colour of external surfaces is as per Manufacturer's standard colour.

7.3 Tools – The following applies:

- a. A basic tool kit *shall(E)* be provided with each vehicle;

The tools should be stored in a bag and should include, as a minimum, tools specific to the vehicle for roadside maintenance.

7.4 Identification Plate – The following information *shall* be provided as a minimum, permanently marked and in a conspicuous and protected location:

- Manufacturer;
- Model;
- Model year;
- Serial number;
- Gross Vehicle Weight Rating (GVWR);

8. INTEGRATED LOGISTIC SUPPORT – The Contractor is required to ensure that spare parts required to properly maintain and repair completed vehicles are available for purchase for a period of 10 years.

8.1 Documentation with each vehicle – The Contractor *shall* provide the following documents with each vehicle:

- a. **Vehicle Manuals** – The vehicle *shall* be provided with all manuals required for the safe operation, maintenance and repair of the vehicles and all sub-systems, attachments, components and accessories included in the vehicle supplied. The following manuals *shall* be provided:
 - i. **Operator's Manuals** – Operator's Manuals *shall* be provided in a bilingual format or as 2 manuals in a single binder (one English, one French). Operators' Manual(s) *shall* be supplied in paper format. The Operator's Manual *shall* include:
 - Instructions for the safe operation of the vehicle;

- Daily operator maintenance instructions/checks (including lubrication);
 - Safety warnings: and
 - Hand signals (as necessary).
- ii. **Parts Manuals** – The Parts Manuals *shall* be in English (French translation is desirable). The Parts Manuals *shall* include:
- Illustrations showing all components of the vehicle including equipment and accessories from other manufacturers that is supplied for the requirements of the contract. The illustrations *shall* have numbers for the itemization of the parts;
 - A listing for all itemized manufacturer's parts showing the manufacturer's part number of the illustration, the part name and a brief description of the item; and
 - Cross reference relating the manufacturer part number to the correct figure and item number.
- iii. **Maintenance (Shop Repair) Manuals** - The Maintenance (Shop Repair) Manual *shall* be in English (French translation is desirable). The Maintenance (Shop Repair) Manuals *shall* include:
- A trouble shooting guide, showing the steps and tests required to determine the exact cause of a problem and an explanation of what steps would be required to correct a problem;
 - A listing of the necessary tolerances, torque levels, fluid volumes required and a section listing any special tools (including item part numbers);
 - Information on the order of disassembly and assembly of the systems and components of the vehicle; and
 - Complete electrical diagrams.
- iv. **Manuals on CD/DVD-ROM** - A copy of the manuals on CD/DVD-ROM *shall* be provided, if available. This *shall* include all the manuals provided in clauses i, ii, and iii above. For usability, CD/DVD-ROM *shall not* require password and/or Internet connection to be accessed. Operator's manuals *shall* also be supplied in paper format.

v. **Sample Manuals – NOT APPLICABLE**

Notes: In the event that the manuals are not available at time of shipment, provisional manuals *shall* accompany the vehicle/equipment. Provisional manuals *shall* be clearly identified with the word “**PROVISIONAL**”. Provisional manuals *shall* be replaced with approved manuals to all shipping locations within 30 calendar days of receipt of approval of manuals.

- b. **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.

8.2 **Documentation/Items to the Technical Authority** – The Contractor *shall* provide the following documents to the Technical Authority:

Data Summary – NOT APPLICABLE

- a. **Photographs – NOT APPLICABLE**
- b. **Preventive Maintenance Replacement Parts Kit List** - A list of parts needed to perform preventive maintenance on one vehicle for a 6-month period or equivalent amount of hours. A complete change of all filters and filter elements *shall* be included. The list will be reviewed, amended (if required) and approved by the Technical Authority. The list *shall* include the following elements:
- i. Part description;
 - ii. Original Equipment Manufacturer Part number;
 - iii. Suggested quantity; and
 - iv. Unit cost.
- c. **List of Special Tools** - The Contractor *shall* provide a list detailing the special tools required for the vehicle that would not be included in a mechanics toolbox. This would include items such as special wrenches, or extraction devices and special diagnostic tools;
- d. **Safety Recalls and Servicing Data** – The following information is required to be provided to all customer locations, on a continuing basis, throughout the life expectancy of the vehicle or for no less than 10 years:

- i. Safety Recalls; and
- ii. Manufacturers technical Service Bulletins, or equivalent.

NOTE: This service can be made available as an Internet Service.

- e. **Brochures** – Up-to-date brochures and other applicable information for each make/model/configuration *shall* be supplied to the Technical Authority.

TECHNICAL INFORMATION QUESTIONNAIRE

This questionnaire covers technical information, which *shall* be provided for evaluation of the vehicle/equipment offered. The questionnaire *shall* be filled in, or at least signed, by an authorized technical representative

The Contractor *shall* provide to the Technical Authority bilingual technical documentation with pictures of the vehicle/equipment to support the claims made in the Technical Information Questionnaire. This documentation may be in the form of a brochure / technical specifications sheet of the product/equipment offered.

Where a company is unsure if their vehicle / equipment / product / system complies, they *shall* provide a complete explanation.

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

Company name: _____

Name of the Authorized Representative: _____

Title of the Authorized Representative: _____

Signature of the Authorized Representative: _____

Manufacturer's name: _____

3. REQUIREMENTS

3.1 Standard Design – Complies?

Yes ☐ No ☐

- a. Make: _____
Model: _____
Model Year: _____
Length of time this model in production/sold commercially _____ years

- b. Are system/component used within published capacities?

Yes ☐ No ☐

Comments: _____

3.2 Operating Conditions – the equipment, under all load conditions, *shall* operate safely and efficiently as follows without appreciable degradation in reliability and maintainability:

- a. **Towing capacity** – A minimum load of 200 kg.

Yes ☐ No ☐

- b. **Weather** - Temperatures ranging from -40 to 10° C.

Yes ☐ No ☐

- c. **Terrain** – As described.

Yes ☐ No ☐

Comments: _____

3.3 Safety Regulations – Complies?

Yes ☐ No ☐

Comments: _____

3.4 Human Engineering and Safety – Complies?

Yes ☐ No ☐

Comments: _____

3.5 Vehicle Delivery Condition – Complies?

Yes ☐ No ☐

Comments: _____

3.6 Dimensions – The following *shall* be provided:

- a. Vehicle has a minimum rear suspension travel of 290 mm. Yes ☐ No ☐
- b. Vehicle has a minimum track length of 3400 mm. Yes ☐ No ☐
- c. Vehicle has a minimum track width of 380 mm. Yes ☐ No ☐

Comments: _____

4. CHASSIS AND POWER TRAIN SYSTEMS

4.1 Engine Systems – The following applies:

- a. Engine displacement is at least 490 cc. Yes ☐ No ☐
- b. Engine is liquid cooled. Yes ☐ No ☐
- c. Engine has at least two (2) cylinders. Yes ☐ No ☐
- d. Engine is a 4-stroke engine. Yes ☐ No ☐
- e. Exhaust pipe and a spark arresting muffler are provided. Yes ☐ No ☐
- f. Engine fuel type is unleaded gasoline. Yes ☐ No ☐

Comments: _____

4.2 Fuel Tank - The following applies:

- a. Fuel tank has a minimum capacity of 30 liters. Yes ☐ No ☐
- b. Fuel tank and/or fuel tank cap indicated the fuel level. Yes ☐ No ☐

Comments: _____

4.3 Transmission – The following *shall* be provided:

- a. Transmission has a minimum of one forward and one reverse gear. Yes ☐ No ☐

Comments: _____

4.4 Brakes – The following *shall* be provided:

- a. Vehicle has hydraulic disc brakes. Yes ☐ No ☐

- b. Vehicle is equipped with a parking brake. Yes ☐ No ☐

Comments: _____

5. BODY SYSTEMS

5.1 Body Features – The following *shall* be provided:

- a. Rear cargo box/rack behind the seat. Yes ☐ No ☐

- b. Skis width minimum width 6 inches to a maximum of 12 inches with plastic liners and carbide runners. Yes ☐ No ☐

Comments: _____

5.2 Seating for Driver Compartment - The following *shall* be provided:

- a. A seat as described. Yes ☐ No ☐

- b. A windshield minimum height of 11 inches to a maximum of 19 inches. Yes ☐ No ☐
- c. Mirrors on each side of the vehicle. Yes ☐ No ☐
- d. Heated throttle lever and grips. Yes ☐ No ☐

Comments: _____

5.3 Controls and Instruments – The following applies:

- a. Electrical starting with manual recoil back-up. Yes ☐ No ☐
- b. Speedometer. Yes ☐ No ☐
- c. Fuel gauge. Yes ☐ No ☐
- d. Gear indicator. Yes ☐ No ☐
- e. Tether switch as described. Yes ☐ No ☐

Comments: _____

6. ELECTRICAL SYSTEMS – The following *shall* be provided:

- a. Heavy-duty maintenance-free battery. Yes ☐ No ☐
- b. 12V outlet in the driver compartment. Yes ☐ No ☐

Comments: _____

7. MISCELLANEOUS

7.1 Special Equipment – The following *shall* be provided:

a. A storage cover. Yes ☐ No ☐

b. A rear mounted hinged hitch plate. Yes ☐ No ☐

Comments: _____

7.2 Colour – Complies? Yes ☐ No ☐

Comments: _____

7.3 Tools – The following *shall(E)* be provided:

a. A basic tool kit with each vehicle. Yes ☐ No ☐

Comments: _____

7.4 Identification Plate – Complies? Yes ☐ No ☐

Comments: _____

8. INTEGRATED LOGISTIC SUPPORT

8.1 Documentation with each vehicle – Complies?

Yes ☐ No ☐

Comments: _____

8.2 Documentation/Items to the Technical Authority – Complies?

Yes ☐ No ☐

Comments: _____

Annex F – Group 4

PURCHASE DESCRIPTION

FOR

SLED

SELF PROPELLED

HEAVY DUTY

2 PAX

4 STROKE GASOLINE ENGINE

ECC 140315

NSN 2350-21-886-1669

APRIL 2011

TABLE OF CONTENTS

- 1. INSTRUCTIONS**
 - 1.1 Scope
 - 1.2 Instructions
 - 1.3 Definitions
- 2. APPLICABLE DOCUMENTS**
 - 2.1 Government Furnished Documents
 - 2.2 Other Publications
- 3. REQUIREMENTS**
 - 3.1 Standard Design
 - 3.2 Operating Conditions
 - 3.3 Safety Regulations
 - 3.4 Human Engineering and Safety
 - 3.5 Vehicle Delivery Condition
 - 3.6 Dimensions
- 4. CHASSIS AND POWER TRAIN SYSTEMS**
 - 4.1 Engine Systems
 - 4.2 Fuel Tank
 - 4.3 Transmission
 - 4.4 Brakes
- 5. BODY SYSTEMS**
 - 5.1 Body Features
 - 5.2 Seating and Driver/Passenger Compartment
 - 5.3 Controls and Instruments
- 6. ELECTRICAL SYSTEMS**
- 7. MISCELLANEOUS**
 - 7.1 Special Equipment
 - 7.2 Colour
 - 7.3 Tools
 - 7.4 Identification Plate
- 8. INTEGRATED LOGISTIC SUPPORT**
 - 8.1 Documentation with each vehicle
 - 8.2 Documentation/Items to the Technical Authority
- 1. INSTRUCTIONS**

- 1.1 Scope** - This document covers NMSO LOSV Group 4, sled, self propelled, heavy duty, 2 PAX, 4 strokes gasoline engine. The purpose of these vehicles is to fill deficiencies and replace vehicles that are presently beyond their life expectancy.
- 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(E)*” 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(E)*”, 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. Metric measurements shall be used to define the requirement. Other measurements are for reference only and may not be exact conversions; and
 - h. 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.
- 1.3 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.

2. APPLICABLE DOCUMENTS

2.1 Government Furnished Documents - NOT APPLICABLE

2.2 Other Publications - The following documents form part of this Purchase Description. Web sites for the organization are given when available. Effective documents are those in effect on date of manufacture. Sources are as shown:

a. SAE Handbook

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

3. REQUIREMENTS

3.1 Standard Design – The vehicle/equipment *shall*:

- a.** Be the latest model from a manufacturer who has demonstrated acceptability by manufacturing and selling this type and size class of vehicle for at least 1 year;
- b.** Have engineering certification available, upon demand, for this application from the original manufacturer of major equipment systems and assemblies;
- c.** Conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture; and
- d.** Have system and component capacities not greater than their published ratings (i.e. product or component brochures) or accompanied by proof of compliance.

3.2 Operating Conditions – The vehicle/equipment, under all load conditions, *shall* operate safely and efficiently as follows without appreciable degradation in reliability and maintainability:

- a. **Towing capacity** – The vehicle/equipment *shall* be capable of being operated while towing a minimum load of 200 kg;
- b. **Weather** - The vehicle/equipment *shall* operate under the extremes of weather found in Canada in temperatures ranging from -40 to 10° C (-40 to 50° F);
- c. **Terrain** - The vehicle/equipment *shall* be capable of being operated off-road (e.g. construction sites, open fields and snow covered trails). Terrain conditions *shall* include winter operations on deep snow and ice.

3.3 Safety Regulations – The vehicle should comply with applicable Canadian Federal safety regulations.

3.4 Human Engineering and Safety – The following applies:

- a. All systems and controls should be safe and easy to use by a full range of operators (5th percentile female to 95th percentile male), in general accordance with SAE J833 (ISO 3411) and SAE J898 (ISO 6682);
- b. Safety devices such as warning plates, instruction plates, non-slip surfaces, grab handles and heat shields should be provided, where required, to ensure safe operation.

3.5 Vehicle Delivery Condition – The vehicle *shall* be delivered to destination in a fully operational condition (serviced and adjusted) and both the interior and exterior *shall* be cleaned. If the vehicle requires assembly at destination, the Contractor *shall* be responsible for all manpower and equipment to perform assembly. The consignee will provide the area required for assembly. For shipment verification, all tools, equipment and accessories, which are shipped loose with the equipment, *shall* be listed on the shipping certificate or to an attached packing note.

3.6 Dimensions – The following *shall* be provided:

- a. A minimum rear suspension travel of 290 mm;
- b. A minimum track length of 3900 mm;
- c. A minimum track width of 500 mm.

4. CHASSIS AND POWER TRAIN SYSTEMS

4.1 Engine Systems – The following applies:

- a. The engine displacement *shall* be at least 490 cc;
- b. The engine *shall* be liquid cooled;
- c. The engine *shall* have a minimum of two (2) cylinders;
- d. The engine *shall* be a 4-stroke engine;
- e. Exhaust pipe and spark arresting muffler *shall* be provided;
- f. Fuel type *shall* be unleaded gasoline.

4.2 Fuel Tank – The following applies:

- a. A minimum 30 liters fuel tank capacity *shall* be provided;
Fuel tank cap should indicate the use of gasoline fuel;
- b. Fuel tank and/or fuel tank cap *shall(E)* indicate the level of fuel in the tank.

4.3 Transmission – the following applies:

- a. A minimum of one forward and one reverse gear *shall* be provided.

4.4 Brakes – The following *shall* be provided:

- a. Hydraulic disc brake;
- b. A parking brake.

5. BODY SYSTEMS

5.1 Body Features – The following *shall* be provided:

- a. Rear cargo box/rack behind the seat;
- b. Skis width minimum 6 inches up to a maximum of 12 inches with plastic liners and carbide runners.

5.2 Seating and Driver/Passenger Compartment – The following *shall* be provided:

- a. A seat in a 2-up style for two (2) adults dressed in heavy clothing;
- b. A windshield minimum height of 11 inches to a maximum of 19 inches;
- c. A backrest for the passenger;
- d. Mirrors on each side of the vehicle;
- e. Heated throttle lever and grips.

5.3 Controls and Instruments – The following applies:

- a. Electrical starting with manual recoil back-up *shall* be provided;
- b. Speedometer *shall* be provided;
- c. Fuel gauge *shall(E)* be provided;
- d. Gear indicator *shall* be provided. The gear indicator *shall* be, as a minimum, markings on and/or a decal next to the gear selector lever; and
- e. A tether switch to turn off the engine and/or to stop the vehicle in the event that the operator falls off during operation *shall* be provided.

6. ELECTRICAL SYSTEMS – The following *shall* be provided:

- a. Heavy-duty maintenance-free battery;
- b. A 12V outlet in the driver/passenger compartment.

7. MISCELLANEOUS

7.1 Special Equipment – The following *shall* be provided:

- a. A storage cover;
- b. A rear mounted hinged hitch plate.

7.2 Color – The following applies:

- a. The color of external surfaces is as per Manufacturer's standard color.

7.3 Tools – The following applies:

- a. A basic tool kit *shall(E)* be provided with each vehicle;

The tools should be stored in a bag and should include, as a minimum, tools specific to the vehicle for roadside maintenance.

7.4 Identification Plate – The following information *shall* be provided as a minimum, permanently marked and in a conspicuous and protected location:

- Manufacturer;
- Model;
- Model year;
- Serial number;
- Gross Vehicle Weight Rating (GVWR);

8. INTEGRATED LOGISTIC SUPPORT – The Contractor is required to ensure that spare parts required to properly maintain and repair completed vehicles are available for purchase for a period of 10 years.

8.1 Documentation with each vehicle – The Contractor *shall* provide the following documents with each vehicle:

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- Instructions for the safe operation of the vehicle;
 - Daily operator maintenance instructions/checks (including lubrication);
 - Safety warnings: and
 - Hand signals (as necessary).
- ii. **Parts Manuals** – The Parts Manuals *shall* be in English (French translation is desirable). The Parts Manuals *shall* include:
- Illustrations showing all components of the vehicle including equipment and accessories from other manufacturers that is supplied for the requirements of the contract. The illustrations *shall* have numbers for the itemization of the parts;
 - A listing for all itemized manufacturer's parts showing the manufacturer's part number of the illustration, the part name and a brief description of the item; and
 - Cross reference relating the manufacturer part number to the correct figure and item number.
- iii. **Maintenance (Shop Repair) Manuals** - The Maintenance (Shop Repair) Manual *shall* be in English (French translation is desirable). The Maintenance (Shop Repair) Manuals *shall* include:
- A trouble shooting guide, showing the steps and tests required to determine the exact cause of a problem and an explanation of what steps

would be required to correct a problem;

- A listing of the necessary tolerances, torque levels, fluid volumes required and a section listing any special tools (including item part numbers);
- Information on the order of disassembly and assembly of the systems and components of the vehicle; and
- Complete electrical diagrams.

iv. **Manuals on CD/DVD-ROM** - A copy of the manuals on CD/DVD-ROM *shall* be provided, if available. This *shall* include all the manuals provided in clauses i, ii, and iii above. For usability, CD/DVD-ROM *shall not* require password and/or Internet connection to be accessed. Operator's manuals *shall* also be supplied in paper format.

v. **Sample Manuals** – NOT APPLICABLE

Notes: In the event that the manuals are not available at time of shipment, provisional manuals *shall* accompany the vehicle/equipment. Provisional manuals *shall* be clearly identified with the word “**PROVISIONAL**”. Provisional manuals *shall* be replaced with approved manuals to all shipping locations within 30 calendar days of receipt of approval of manuals.

b. **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.

8.2 Documentation/Items to the Technical Authority – The Contractor *shall* provide the following documents to the Technical Authority:

Data Summary – NOT APPLICABLE

a. **Photographs** – NOT APPLICABLE

b. **Preventive Maintenance Replacement Parts Kit List** - A list of parts needed to perform preventive maintenance on one vehicle for a 6-month period or equivalent amount of hours. A complete change of all filters and filter elements *shall* be included. The list will be reviewed, amended (if required) and approved by the Technical Authority. The list *shall* include the following elements:

- i. Part description;
 - ii. Original Equipment Manufacturer Part number;
 - iii. Suggested quantity; and
 - iv. Unit cost.
- c. List of Special Tools** - The Contractor *shall* provide a list detailing the special tools required for the vehicle that would not be included in a mechanics toolbox. This would include items such as special wrenches, or extraction devices and special diagnostic tools;
- d. Safety Recalls and Servicing Data** – The following information is required to be provided to all customer locations, on a continuing basis, throughout the life expectancy of the vehicle or for no less than 10 years:
- i. Safety Recalls; and
 - ii. Manufacturers technical Service Bulletins, or equivalent.
- NOTE: This service can be made available as an Internet Service.**
- e. Brochures** – Up-to-date brochures and other applicable information for each make/model/configuration *shall* be supplied to the Technical Authority.

TECHNICAL INFORMATION QUESTIONNAIRE

This questionnaire covers technical information, which *shall* be provided for evaluation of the vehicle/equipment offered. The questionnaire *shall* be filled in, or at least signed, by an authorized technical representative

The Contractor *shall* provide to the Technical Authority bilingual technical documentation with pictures of the vehicle/equipment to support the claims made in the Technical Information Questionnaire. This documentation may be in the form of a brochure / technical specifications sheet of the product/equipment offered.

Where a company is unsure if their vehicle / equipment / product / system complies, they *shall* provide a complete explanation.

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

Company name: _____

Name of the Authorized Representative: _____

Title of the Authorized Representative: _____

Signature of the Authorized Representative: _____

Manufacturer's name: _____

3. REQUIREMENTS

3.1 Standard Design – Complies?

Yes ☐ No ☐

- a. Make: _____
Model: _____
Model Year: _____
Length of time this model in production/sold commercially _____ years

- b. Are system/component used within published capacities?

Yes ☐ No ☐

Comments: _____

3.2 Operating Conditions – the equipment, under all load conditions, *shall* operate safely and efficiently as follows without appreciable degradation in reliability and maintainability:

- a. **Towing capacity** – A minimum load of 200 kg.

Yes ☐ No ☐

- b. **Weather** - Temperatures ranging from -40 to 10° C.

Yes ☐ No ☐

- c. **Terrain** – As described.

Yes ☐ No ☐

Comments: _____

3.3 Safety Regulations – Complies?

Yes ☐ No ☐

Comments: _____

3.4 Human Engineering and Safety – Complies?

Yes ☐ No ☐

Comments: _____

3.5 Vehicle Delivery Condition – Complies?

Yes ☐ No ☐

Comments: _____

3.6 Dimensions – The following *shall* be provided:

- a. Vehicle has a minimum rear suspension travel of 290 mm. Yes ☐ No ☐
- b. Vehicle has a minimum track length of 3900 mm. Yes ☐ No ☐
- c. Vehicle has a minimum track width of 500 mm. Yes ☐ No ☐

Comments: _____

4. CHASSIS AND POWER TRAIN SYSTEMS

4.1 Engine Systems – The following applies:

- a. Engine displacement is at least 490 cc. Yes ☐ No ☐
- b. Engine is liquid cooled. Yes ☐ No ☐
- c. Engine has at least two (2) cylinders. Yes ☐ No ☐
- d. Engine is a 4-stroke engine. Yes ☐ No ☐
- e. Exhaust pipe and a spark arresting muffler are provided. Yes ☐ No ☐
- f. Engine fuel type is unleaded gasoline. Yes ☐ No ☐

Comments: _____

4.2 Fuel Tank - The following applies:

- a. Fuel tank has a minimum capacity of 30 liters. Yes ☐ No ☐

- b. Fuel tank and/or fuel tank cap indicated the fuel level. Yes ☐ No ☐

Comments: _____

4.3 Transmission – The following *shall* be provided:

- a. Transmission has a minimum of one forward and one reverse gear. Yes ☐ No ☐

Comments: _____

4.4 Brakes – The following *shall* be provided:

- a. Vehicle has hydraulic disc brakes. Yes ☐ No ☐

- b. Vehicle is equipped with a parking brake. Yes ☐ No ☐

Comments: _____

5. BODY SYSTEMS

5.1 Body Features – The following *shall* be provided:

- a. Rear cargo box/rack behind the seat. Yes ☐ No ☐

- b. Skis width minimum width 6 inches to a maximum of 12 inches with plastic liners and carbide runners. Yes ☐ No ☐

Comments: _____

5.2 Seating and Driver/Passenger Compartment - The following *shall* be provided:

- a. A seat as described. Yes ☐ No ☐

- b. A windshield minimum height of 11 inches to a maximum of 19 inches. Yes ☐ No ☐
- c. A backrest for the passenger. Yes ☐ No ☐
- d. Mirrors on each side of the vehicle. Yes ☐ No ☐
- e. Heated throttle lever and grips. Yes ☐ No ☐

Comments: _____

5.3 Controls and Instruments – The following applies:

- a. Electrical starting with manual recoil back-up. Yes ☐ No ☐
- b. Speedometer. Yes ☐ No ☐
- c. Fuel gauge. Yes ☐ No ☐
- d. Gear indicator. Yes ☐ No ☐
- e. Tether switch as described. Yes ☐ No ☐

Comments: _____

6. ELECTRICAL SYSTEMS – The following *shall* be provided:

- a. Heavy-duty maintenance-free battery. Yes ☐ No ☐
- b. 12V outlet in the driver/passenger compartment. Yes ☐ No ☐

Comments: _____

7. MISCELLANEOUS

7.1 Special Equipment – The following *shall* be provided:

- a. A storage cover. Yes ☐ No ☐
- b. A rear mounted hinged hitch plate. Yes ☐ No ☐

Comments: _____

7.2 Colour – Complies? Yes ☐ No ☐

Comments: _____

7.3 Tools – The following *shall(E)* be provided:

- a. A basic tool kit with each vehicle. Yes ☐ No ☐

Comments: _____

7.4 Identification Plate – Complies? Yes ☐ No ☐

Comments: _____

8. INTEGRATED LOGISTIC SUPPORT

8.1 Documentation with each vehicle – Complies?

Yes ☐ No ☐

Comments: _____

8.2 Documentation/Items to the Technical Authority – Complies?

Yes ☐ No ☐

Comments: _____

