

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Public Works and Government Services / Travaux
publics et services gouvernementaux**
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067

**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 Système d'imagerie chimiluminescent	
Solicitation No. - N° de l'invitation KW405-120939/A	Date 2012-12-10
Client Reference No. - N° de référence du client KW405-12-0939	
GETS Reference No. - N° de référence de SEAG PW-\$KIN-535-6010	
File No. - N° de dossier KIN-2-38231 (535)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-01-21	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Carriere, Nancy	Buyer Id - Id de l'acheteur kin535
Telephone No. - N° de téléphone (613) 545-8764 ()	FAX No. - N° de FAX (613) 545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF THE ENVIRONMENT 867 LAKESHORE RD P.O.BOX 5050 BURLINGTON Ontario L7R4A6 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics et
services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

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

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PART 1 - GENERAL INFORMATION**1. Security Requirement**

There is no security requirement associated with the requirement.

2. Requirement

Environment Canada, Aquatic Contaminants Research Division, National Water Research Institute, Burlington, Ontario has a requirement to acquire one (1) Chemiluminescent Imaging System as outlined in Annex "A", attached hereto.

3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

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

The 2003 (2012-11-19) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: sixty (60) days

Insert: ninety (90) days

1.1 SACC Manual Clause

B1000T Condition of Material 2007-11-30

2. Submission of Bids

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

3. Enquiries - Bid Solicitation

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

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

4. Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid (two (2) hard copies)
 Section II: Financial Bid (one (1) hard copy)
 Section III: Certifications (one (1) hard copy)

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

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

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

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will meet the Minimum Technical Requirements, as per Annex "A",

To assist in determining if a proposal meets the requirements, it is requested that bidders include the following product information.

Name of Manufacturer: _____

Model/Part Number: _____

Literature attached: Yes (____) No (____)

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment, Annex "B" attached hereto. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

1.1 SACC Manual Clauses

C3010T (2010-01-11), Exchange Rate Fluctuation

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Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

All proposals submitted must be completed in full and provide all of the information requested in the Request for Proposal (RFP) package to enable a full and complete evaluation. If the requirement is not addressed in the bidder's proposal, the proposal will be considered incomplete or non-responsive and will be rejected. The onus is on the bidder to provide all the information necessary to ensure a complete and accurate assessment.

Factors for Evaluation:

- 1. PRICING BASIS (MANDATORY): Prices must be firm, DDP Delivery Duty Paid.
- 2. ABILITY TO MEET THE TECHNICAL REQUIREMENT (MANDATORY):
 - a) For the Items defined by Specifications:

The Bidder is requested to cross reference the minimum mandatory technical criteria contained herein to their supporting technical documentation.
 - b) Provision of Supporting Technical Documentation:

Supporting technical documentation for the stores offered must be provided with the bid at time of bid closing.

Technical brochures or technical data MUST be provided to verify compliancy to the minimum technical mandatory specifications.
- 3. COMPLIANCE WITH THE TERMS AND CONDITIONS OF THIS REQUEST FOR PROPOSAL (MANDATORY)

1.1.1 Mandatory Technical Criteria

M1 - See Annex A - Mandatory specifications for the Chemiluminescent Imaging System.

M2 - The Bidder's price must not exceed \$40,000.00 including delivery. The taxes are extra and are not included in the \$40,000.00.

1.2 Financial Evaluation

The lowest evaluated price will be established using the following criteria:

a) prices will be evaluated in Canadian Funds including any applicable Taxes and Customs, if applicable and excluding the Goods and Services Tax (GST) or Harmonized Sales Tax (HST). For evaluation purposes, bids received in a foreign currency will be converted to Canada funds using the appropriate rate of exchange using the rate quoted by the Bank of Canada as being in effect on date of bid closing.

b) prices will be evaluated on a DDP Burlington, Ontario.

2. Basis of Selection

2.1 Basis of Selection

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

PART 5 - CERTIFICATIONS

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

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

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

- 1.1.1** By submitting a bid, the Bidder certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting a bid, the Bidder certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Bidder, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any bid in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Bidder and any of the Bidder's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the period of any contract arising from this bid solicitation.

Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid or promptly thereafter a complete list of names of all individuals who are currently directors of the Bidder. Bidders bidding as sole proprietorship, including those bidding as a joint venture, must provide the name of the owner with their bid or promptly thereafter. Bidders bidding as societies, firms, partnerships or associations of persons do not need to provide lists of names. If the required names have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form- PWGSC-TPSGC 229) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the bid being declared non-responsive.

2. Additional Certifications Precedent to Contract Award

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

2.1 Federal Contractors Program - Certification

2.1.1 Federal Contractors Program - over \$25,000 and below \$200,000

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of noncompliance 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.

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

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

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

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

2.1 Manuals

One complete set of user documentation in English must be supplied.

3. Standard Clauses and Conditions

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

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

3.1 General Conditions

2010A (2012-11-19), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

4. Term of Contract

4.1 Delivery Date

All the deliverables must be received on or before 28 March 2013.

4.2 Shipping Instructions - FOB Destination and DDP

Incoterms 2000 "DDP Delivered Duty Paid", Burlington, Ontario

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Nancy Carrière

Title: Supply Officer

Public Works and Government Services Canada

Acquisitions Branch

Address: 86 Clarence Street, Kingston, ON K7L 1X3

Telephone : (613) 545-8764

Facsimile: (613) 545-8067

E-mail address: Nancy.Carriere@pwgsc.gc.ca

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

5.2 Project Authority (To be completed by PWGSC at time of award)

The Project Authority for the Contract is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone : _____

Facsimile: _____

E-mail address: _____

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

5.3 Contractor's Representative (To be completed by the bidder)

Name: _____

Title: _____

Company: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail Address: _____

6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex "B", Basis of Payment for a cost of \$_____ **(insert the amount at contract award)**. Customs duties are included, and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable. Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.2 Limitation of Price

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

6.3 Single Payment

SACC Manual clause H1000C (2008-05-12)Single Payment

7. Invoicing Instructions

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

8. Certifications

8.1 Compliance

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

9. Applicable Laws

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

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) 2010A (2012-11-19) General Conditions - Goods(Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B,Basis of Payment;
- (e) the Contractor's bid dated _____ (*insert date of bid*)

ANNEX "A"

REQUIREMENT

1.0 OBJECTIVE

To supply, delivery and install one (1) chemiluminescent and epi-fluorescent blot and gel imaging system to include on-site training and all ancillary parts and materials needed to provide for a complete installation. The imaging system will primarily be used for collecting and analyzing chemiluminescent and epi-fluorescent images for western blots. The imaging system must be compliant with the mandatory technical specifications.

2.0 BACKGROUND

Environment Canada currently detects and calculates relative abundance of proteins by silver-staining polyacrylamide gels, with a detection limit of 0.7 ng (purified rainbow trout vitellogenin protein). A colometric-based western blot system is currently used to specifically identify target protein as needed. However, the colormetric detection systems lacks sensitivity and low-abundance protein presumed to be present based on silver-stained gels cannot be detected and quantified using the colormetric-based system due to the limited detection capabilities. Environment Canada therefore requires a system which can be used to collect and analyze epi-fluorescent or chemiluminescent digital images of western blots. The system must be capable of accurately detecting and quantifying low abundant proteins, and therefore, excellent sensitivity is the most important feature. The ability to accurately quantify specific proteins (using either housekeeping proteins or equivalent means) is also key.

The imaging unit will be used in a small lab with a few dedicated users with a relatively low throughput. Data quality is more important than the speed of data acquisition. The lab is already equipped for imaging silver-stained and Coomassie-stained gels, and also for imaging colormetric blots. Therefore, any additional system components designed specifically for those purposes are not required. The ability to image fluorescently-stained gels and blots is desirable but not a requirement.

3.0 CONSTRAINTS

If the imaging system requires Internet connectivity for full functionality then details need to be submitted ahead of the installation to allow time for set up of a connection. Microsoft and Linux based operating systems are required; Apple operating systems are not permitted on the network that is currently used. Also, wireless networking is not available.

4.0 MANDATORY TECHNICAL SPECIFICATIONS

Vendors must cross reference the mandatory technical criteria in a concise format by using page, paragraph(s) & sub-paragraphs as applicable to their supporting technical documentation.

- 4.0a** The system Must be a New Generation Imaging System for the detection of chemiluminescent and fluorescent signals from western blots, for quantitative western blotting of low-abundance proteins;

Reference in Contractors Proposal: _____

4.0b The system must have Light-tight darkroom with UV-light cutout safety features;

Reference in Contractors Proposal: _____

4.0c Must contain at least one epi-illumination light source (red, blue, or green) for capturing fluorescent signals from western blots;

Reference in Contractors Proposal: _____

4.0d Imaging area must be a minimum of 10 cm x 10 cm;

Reference in Contractors Proposal: _____

4.0e Camera lens must have a f-stop rating of 1.8 or lower;

Reference in Contractors Proposal: _____

4.0f CCD detector must be cooled to -25°C or lower absolute and regulated when used at ambient room temperatures (22 °C - 27 °C);

Reference in Contractors Proposal: _____

4.0g System must be able to efficiently image multiplex blots (chemi- and epi-fluorescent targets on the same blots);

Reference in Contractors Proposal: _____

4.0h System must have the demonstrated capability to detect and quantify a minimum of 100 pg of a target protein using either chemi-or epi-fluorescent targets;

Reference in Contractors Proposal: _____

4.0i Imaging Unit must be compatible with substrates/reagents from a wide number of suppliers;

Reference in Contractors Proposal: _____

4.0j Imaging Unit must be able to save and recall programs for repeatable imaging;

Reference in Contractors Proposal: _____

4.0k System must include all necessary computer software for image capture (if required) including automated and manual image capture modes;

Reference in Contractors Proposal: _____.

4.0l System must include all necessary computer software for manipulating and analyzing image files (including normalization to housekeeping proteins or equivalent) and for producing publication-quality images;

Reference in Contractors Proposal: _____.

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4.0m System must include ability to add additional epi-illumination light sources and filters for capturing fluorescent images (either fluorescent stains or fluorescently-tagged antibodies);

Reference in Contractors Proposal: _____.

4.0n Imaging system must be compatible with Microsoft and Linux based operating systems;

Reference in Contractors Proposal: _____.

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ANNEX "A"

BASIS OF PAYMENT

Pricing Instructions:

Bidders will provide firm, all-inclusive prices (exclusive of GST and HST). GST or HST, if applicable is extra to the prices herein and shall be shown on any invoice as a separate item. Customs and duties are included.

Incoterms 2000 "DDP Delivered Duty Paid" Burlington, Ontario, firm unit price for the following item:

Item	Description	U/I	Qty	Unit Price DDP
1.	Chemiluminescent and epi-fluorescent blot and gel imaging system	Each	1 Unit	\$_____
		Total		\$_____