

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 RADIAL ARM DRILL | |
| Solicitation No. - N° de l'invitation W3474-13Q544/A | Date 2012-10-23 |
| Client Reference No. - N° de référence du client W3474-3-Q0544 | |
| GETS Reference No. - N° de référence de SEAG PW-\$KIN-610-5955 | |
| File No. - N° de dossier KIN-2-38149 (610) | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-12-04 | |
| Time Zone Fuseau horaire Eastern Daylight Saving Time EDT | |
| F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/> | |
| Address Enquiries to: - Adresser toutes questions à: Correia-Reid, Vincent | Buyer Id - Id de l'acheteur kin610 |
| Telephone No. - N° de téléphone (613) 536-4994 () | FAX No. - N° de FAX (613) 545-8067 |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE 8 WING TRENTON ATESS 35 WESTIN AVE. TRENTON Ontario K0K3W0 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

The requirement is detailed under Annex A of the resulting contract clauses.

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* (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

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

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

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

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

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

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

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

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.

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 hard copies)

Section II: Financial Bid (one hard copy)

Section III: Certifications (one 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 are encouraged to:

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

Section I: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable. Bids must include prices in Canadian Dollars (CAD).

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Proposals which do not meet all of the Mandatory Technical Requirements at the bid closing will be considered to be non-compliant and will be given no further consideration. The evaluation will only be based on the information provided with the bid. References to Internet sites or information that is not included will not be evaluated. The Mandatory Technical Criteria are:

1.1.2 Equipment Literature

The Bidder must provide literature to prove that the equipment complies with each and every one of the Mandatory Technical Specifications specified in Annex A, Statement of Requirement. Simply stating "yes" or "compliant" will not be sufficient for the purpose of this evaluation. Failure to meet the requirements of all of the Mandatory Technical Specifications will result in the bid being declared as non-compliant.

Proof can be provided in the form of equipment literature, brochure, engineering drawing, specification of the product or written narrative which clearly demonstrates how the proposed goods meet each and every one of the Mandatory Technical Specifications.

The Bidder must reference the page number and section of the submitted literature which proves their proposal complies with each and every one of the Mandatory Technical Specifications.

| <u>Specifications</u> | <u>Minimum Acceptable Values</u> | <u>Page # & Section</u> |
|--|--|-----------------------------|
| A. Drill | | |
| <u>1. Drill Capacity</u> | The drill must have a minimum drilling capacity of 1 5/8 inches into steel. | |
| <u>2. Tapping Capacity</u> | The drill must have a minimum tapping capacity of 3/4 inches into steel. | |
| <u>3. Spindle Taper</u> | The drilling head must be spindle taper # 4 (Morse). | |
| <u>4. Spindle Speeds</u> | The drill must have minimum 12 available spindle speeds. | |
| <u>5. Spindle Speed RPM</u> | The drill must be capable of achieving 44 RPM or lower at its lowest speed setting and it must also be capable of achieving 1500 RPM or higher at its highest speed setting. | |
| <u>6. Variable Speed Head</u> | The drill must include a variable speed head motor. | |
| <u>7. Spindle Feed Rate</u> | The drill must have a minimum of 3 spindle feed rates. | |
| <u>8. Spindle Head Travel</u> | The spindle head must have a minimum travel of 31 inches. | |
| <u>9. Arm Travel</u> | The drill arm must be capable of vertical travel. | |
| <u>10. Arm Rotation</u> | The drill arm must be capable of 180 degree rotation to the left and right. | |
| <u>11. Base Plate</u> | The drill must have a base plate working surface. | |
| <u>12. Machine Size</u> | The drill must be able to fit in a 5 foot by 4 foot working area. | |
| <u>13. Box Table</u> | The drill must include a 25 by 20 by 16 inch minimum and 26 by 26 by 18 inch maximum box table. | |
| <u>14. Electrical Power Elevation</u> | The drill head must have an electrical power elevation motor. | |
| <u>15. Coolant Pump</u> | The drill must include a built-in coolant pump and reservoir. | |
| <u>16. Low Voltage and Electrical Overload</u> | The drill must include a low-voltage and electrical overload protection device. | |
| <u>17. Coolant Fluid</u> | The drill must include minimum 8 litres of the recommended coolant fluid for the drill. | |
| <u>18. Electrics Standards</u> | The drill must operate under 600W, 60V, 3-phase electrics (with a variable speed drive of 230/3/60) | |

1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, the Harmonized Sales Tax excluded, Delivered Duty Paid (DDP) Incoterms 2000, CFB Trenton, Canadian customs duties and excise taxes included.

The evaluated price will be the firm unit price identified in Annex B Basis of Payment.

2. Basis of Selection

2.1 SACC Manual Clause A0031T (2010-08-16) Basis of Selection - Mandatory Technical Criteria

PART 5 - CERTIFICATIONS

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

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

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

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

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

2. Certifications Precedent to Contract Award

The certifications listed below should be 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

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

- 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 requirement is detailed under Annex A.

3. Standard Clauses and Conditions

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

3.1 General Conditions

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

The text under Subsection 4 of Section 29 - Code of Conduct and Certifications - Contract of 2010A referenced above is replaced by:

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

3.1.1 Warranty Period

The text under Subsection 1 of Section 9 - Warranty - Contract of 2010A referenced above is amended by replacing the period of 12 months with 36 months.

All other provisions of the warranty section remain in effect.

4.1 Delivery Date

All the deliverables must be received on or before January 31, 2013.

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File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

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5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Vincent Correia Reid
Title: Intern Officer
Public Works and Government Services Canada
Acquisitions Branch
Address: 86 Clarence Street, Kingston, ON K7L 1X3
Telephone : (613) 536-4994
Facsimile: (613) 545-8067
E-mail address: vincent.correia-reid@pwgsc-tpsgc.gc.ca

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

5.2 Project Authority (To be completed by PWGSC at Contract 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 (Please fill in following information)

Name: _____
Telephone: _____
E-mail address: _____

5.4 Shipping Instructions - Delivered Duty Paid

Goods must be consigned and delivered to the destination specified in the contract:

Incoterms 2000 "DDP Delivered Duty Paid" Canadian Forces Base (CFB) Trenton.

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 price as specified in the contract for a cost of \$ _____ (**PWGSC to insert the amount at contract award**). Customs duties are included and 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 with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

9. Applicable Laws

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

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2012-07-11), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) the Contractor's bid dated _____ (To be completed by PWGSC at Contract award)

ANNEX "A"**REQUIREMENT**

CFB Trenton requires the supply and installation of one (1) radial arm drill according to the following mandatory criteria and deliverables:

A. Requirement

1. The drill must have a minimum drilling capacity of 1 5/8 inches into steel.
2. The drill must have a minimum tapping capacity of 3/4 inches into steel.
3. The drilling head must be spindle taper # 4 (Morse).
4. The drill must have minimum 12 available spindle speeds.
5. The drill must be capable of achieving 44 RPM or lower at its lowest speed setting and it must also be capable of achieving 1500 RPM or higher at its highest speed setting.
6. The drill must include a variable speed head motor.
7. The drill must have a minimum of 3 spindle feed rates.
8. The spindle head must have a minimum travel of 31 inches.
9. The drill arm must be capable of vertical travel.
10. The drill arm must be capable of 180 degree rotation to the left and right.
11. The drill must have a base plate working surface.
12. The drill must be able to fit in a 5 foot by 4 foot working area.
13. The drill must include a 25 by 20 by 16 inch minimum and 26 by 26 by 18 inch maximum box table.
14. The drill head must have an electrical power elevation motor.
15. The drill must include a built-in coolant pump and reservoir.
16. The drill must include a low-voltage and electrical overload protection device.
17. The drill must include minimum 8 litres of the recommended coolant fluid for the drill.
18. The drill must operate under 600W, 60V, 3-phase electrics (with a variable speed drive of 230/3/60).

B. Tools and Manuals, Training, Installation and Commissioning, Electrical Code**B.1 Tools and Manuals**

The Contractor must provide 1 machine maintenance tool kit for the equipment, 2 English language sets of operating/owner's manuals and 2 maintenance manuals.

B.2 Training

The Contractor must provide seven (7) hours of on-site training on the operation and use of the drill for up to five (5) technicians. The training must cover the safe use, capabilities, and operations of the drill, and any training manuals or materials must be provided by the Contractor.

B.3 Installation and Commissioning

The rigging (movement and installation of new equipment) must be performed by the Contractor. The Contractor must provide an open flat bed truck to ship the parts as ATESS does not have a loading dock. The Contractor must assemble the drill at the location of the ATESS welding shop at CFB Trenton. Upon the completion of the power hook up by Base Construction Engineering, the Contractor must carry out a check of the drill's functionality.

B.4 Electrical Code

All electrical equipment supplied under the Contract must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before acceptance by DND, by a certification organization accredited by the Standards Council of Canada.

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ANNEX "B"

BASIS OF PAYMENT

The Contractor will be paid in accordance with the following basis of payment for deliverables received per Annex "A", pursuant to the contract. (Firm unit price, DDP CFB Trenton, in Canadian Dollars, GST / HST extra.)

| Item No. | Description | Qty | Firm Unit Price | Extended Price |
|-----------------|-----------------------------------|------------|------------------------|-----------------------|
| 1 | Radial Arm Drill (as Per Annex A) | 1 | | |
| | | | Subtotal: | |
| | | | HST: | |
| | | | TOTAL: | |