

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 Scale, Wheel-Load	
Solicitation No. - N° de l'invitation W8486-148975/A	Date 2013-06-13
Client Reference No. - N° de référence du client W8486-148975	
GETS Reference No. - N° de référence de SEAG PW-\$\$PV-929-62905	
File No. - N° de dossier pv929.W8486-148975	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-07-24	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: Martin, Doug	Buyer Id - Id de l'acheteur pv929
Telephone No. - N° de téléphone (819) 956-4037 ()	FAX No. - N° de FAX (819) 956-3814
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

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

Issuing Office - Bureau de distribution

Scientific, Medical and Photographic Division / Division de
l'équipement scientifique, des produits photographiques et
pharmaceutiques
11 Laurier St./ 11 rue, Laurier
6B1, Place du Portage
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	

Destination Code - Code destinataire	Destination Address - Adresse de la destination	Invoice Code - Code bur.-comptable	Invoice Address - Adresse de facturation
W248A	DEPARTMENT OF NATIONAL DEFENCE BLDG 236 EAST END 195 AVE&82ND ST EDMONTON Alberta T5J4J5 Canada	W2481	DEPARTMENT OF NATIONAL DEFENCE 7 CF SUPPLY DEPOT STN FORCES P.O.BOX 10500 EDMONTON Alberta T5J4J5 Canada
WB941	DEPARTMENT OF NATIONAL DEFENCE CFSD MONTREAL 6363 RUE NOTRE DAME ST E. MONTREAL Quebec H1N3V9 Canada	W1941	DEPARTMENT OF NATIONAL DEFENCE CFSD MONTREAL BOX 4000 STN K MONTREAL Quebec H1N3R9 Canada

Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM Destination	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	NSN - NNO: 6670-21-861-6330 Scale, Wheel-Load • • NSCM/CAGE - COF/CAGE: 06433 Part No. - N° de la partie: MD400-20000LB	W248A	W2481	24	Each	\$		See Herein	
2	NSN - NNO: 6670-21-861-6330 Scale, Wheel-Load NSCM/CAGE - COF/CAGE: 06433 Part No. - N° de la partie: MD400-20000LB	W248A WB941 Total	W2481 W1941	0 24 24	Each Each Each	\$ \$ \$		See Herein See Herein	

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

There is no security requirement associated with the requirement.

2. Requirement

The Department of National Defence has a requirement for quantity (48) forty-eight "Scale, Wheel-Load" NSN 6670-21-861-6330, NCAGE 08138, or NCAGE 06433, to be used to determine load weights for military vehicles.

Manuals included.

3. Debriefings

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

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 issued by Public Works and Government Services Canada (PWGSC). The Manual is available on the PWGSC Website:

<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>.

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 following are incorporated by reference into and form part of the bid solicitation.

The 2003 (2012-11-19) Standard Instructions - Goods or Services - Competitive Requirements,**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. 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.

4. Enquiries - Bid Solicitation

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as

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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.

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), consisting of technical brochures/literature to verify compliancy and test data, if applicable

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.

Bidders are requested to submit one quotation document with prices, and a second quotation document with prices removed.

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;
- (c) include the certifications as a separate section of the bid.
- (d) In April 2006, Canada issued a policy directing federal departments and agencies to take necessary steps to incorporate environmental considerations into the procurement process Policy of Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologistation-greening/chats-procurement/politique-policy-eng.html>). To Assist Canada in reaching its objectives, bidders are encouraged to:

1) use 8.5. X 11 inch (216 mm X 279 mm) paper containing fibre certified as origination 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.

1.1 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.

The following applies to the Requirement and bidders must provide the following information in the bid where applicable:

1.1.1 Product(s) Offered (To be completed by bidder)

Indicate the make and model of the product(s) offered:

Name of Manufacturer: _____

Model/Part Number: _____

1.1.2 Point of Manufacture/Shipping (To be completed by bidder)

The Bidder must state the point of manufacture/shipping of goods:

Location: _____ Postal Code: _____

1.1.3 Delivery (To be completed by bidder)

Delivery is requested by 30 August 2013, the best delivery that could be offered by the Bidder is _____.

Delivery is Mandatory by March 31, 2014.

Documentation (To be completed by bidder)

Operator and Service Manuals must be supplied with the equipment.

Operational manuals in English available. _____ Yes.

Service manuals in English available. _____ Yes.

Operational manuals in French available. _____ Yes.

Service manuals in French available. _____ Yes.

Service (To be completed by bidder)

Purchase of the system must include: regional technical support; technical phone support; support via the Internet; and support via a fax-back document system.

Response for service shall be within 24 hours or less.

Also, provide the following with your bid:

a) Location of available service facilities (after sales service and repair). List the service facilities closest to the destination.

b) Locations of available replacement parts from consumables to major components.

c) Response time re: service calls, and escalation schedule, i.e. (how many days with no resolution to a problem until a more experienced person is called in, and from which location).

e) List the frequency of routine maintenance visits provided by a qualified service technician during the warranty period, if applicable and included in the price.

1.1.4 Contacts

Bidders are requested to provide the following:

Information pertaining to Part 6, Resulting Contract Clauses. 5.3 Contractor's Representative.

1.2 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) is to be shown separately, if applicable.

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 herein; and
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

All proposals submitted shall 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.

2 Factors for Evaluation

- 1. **PRICING BASIS (MANDATORY):** Prices must be firm.
- 2. **BID VALIDITY PERIOD (MANDATORY):** Offers are to remain open for a period of not less than ninety (60) days from the date of closing of this Request for Proposal.
- 3. **ABILITY TO MEET THE TECHNICAL REQUIREMENT (MANDATORY):**

- a) For Items Defined by Specifications:

The bidder MUST cross reference the mandatory technical criteria contained herein to their proposal providing clear indication where a bid does NOT conform to the specifications. If no exceptions are taken to the specifications, Canada will assume the bidder's complete compliance in their assessment of the offer and in any subsequent contract award.

b) Provision of Supporting Technical Documentation:

Supporting technical documentation for the stores offered shall be provided with the bid at time of bid closing. Technical brochures or technical data **MUST** be provided to verify compliancy to the technical mandatory specifications

4. **COMPLIANCE WITH THE TERMS AND CONDITIONS OF THIS REQUEST FOR PROPOSAL (MANDATORY)**

5. **FOR CANADIAN SUPPLIERS ONLY:** Please note that the requirements of the Federal Contractors Program for Employment Equity may apply - see herein. (MANDATORY if applicable)

3. **Basis of Selection**

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

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

a) Prices will be evaluated in Canadian Funds including any applicable Excise Taxes and Canadian Customs Duty (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 Canadian 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 Destination" basis, unless otherwise specified.

3. Requests for Exchange Rate Fluctuation Protection and/or Progress Payments will not be considered.

PART 5 - CERTIFICATIONS**Certifications with the Bid**

In order to be considered for contract award, a bidder whose bid is technically and financially responsive, must meet the following conditions:

Code of Conduct Certifications - Certifications Required Precedent to Contract Award

Bidders should provide, with their bids or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder.

 Family Name

 Given Name(s)

 Family Name

 Given Name(s)

 Family Name

 Given Name(s)

 Family Name

 Given Name(s)

 Family Name

 Given Name(s)

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/documents/229.pdf>), 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.

Federal Contractors Program for Employment Equity - Certification**Federal Contractors Program for Employment Equity - over \$25,000 and below \$200,000**

Organizations that are subject to the Federal Contractors Program for Employment Equity (FCP-EE) but that have been declared ineligible to receive government contracts of goods and services over the threshold for solicitation of bids as set out in the Government Contract Regulations (GCRs) (currently \$25,000, including all applicable taxes) by the Department of Human Resources and Skills Development (HRSD), either as a result of a finding of non-compliance by HRSD, or following their voluntary withdrawal from the FCP-EE for a reason other than a reduction in their workforce, have been advised by HRSD that as a consequence of this action they are no longer eligible to receive any government contract over this threshold. Consequently, their certificate numbers have been cancelled and their names have been

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placed on HRSD's List of Ineligible Contractors. Bids from such organizations will be considered non-responsive.

The Bidder certifies that it has not been declared "ineligible" by HRSD to receive government contracts over the GCRs threshold for solicitation of bids (currently \$25,000, including all applicable taxes) as a result of a finding of non-compliance, or as a result of having voluntarily withdrawn from the FCP-EE for a reason other than a reduction in their workforce.

The Bidder acknowledges that the Minister shall rely on this certification to award the Contract. Should a verification by the Minister disclose a misrepresentation on the part of the Bidder, the Minister shall have the right to treat any contract resulting from this bid as being in default, and to terminate it pursuant to the Default provisions of the Contract.

Signature of authorized representative: _____. Date: _____

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

The Department of National Defence has a requirement for quantity (48) forty-eight "Scale, Wheel-Load" NSN 6670-21-861-6330, NCAGE 08138, or NCAGE 06433, to be used to determine load weights for military vehicles.

Manuals included.

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 issued by Public Works and Government Services Canada (PWGSC). The Manual is available on the PWGSC Website: <http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>.

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

The contract will be force until all warranty and or optional provisions of this agreement are expired

4.1 Delivery Date

Delivery must be completed on or before *(to be filled in at contract award)*.

4.1.2 Shipping Instructions

4.1.2. Shipping Instructions - Delivery at Destination

1. Shipment shall be consigned to the destination specified, and delivered:

DDP Delivered Duty Paid Edmonton, Alberta and Montreal, Quebec Incoterms 2000.

2. The Contractor will be responsible for all delivery charges, administration, costs and risk of transport and customs clearance, including the payment of customs duties and taxes.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Doug Martin, Supply Specialist (PV)

Public Works and Government Services Canada

Acquisitions Branch

Commercial Consumer Products Directorate

11 Laurier Street, (44) 6A2, Phase III

Place du Portage, Hull, Quebec, K1A 0S5

Telephone: (819) 956 4037

Facsimile: (819) 956-3814

E-mail address: **doug.martin@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 Technical Authority (to be filled in only at contract award)

The Technical Authority for the Contract is:

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

5.3 Contractor's Representative

Contractor's Representative (To be completed by bidder)

The telephone number of the person responsible for :

General enquiries

Name: _____ Telephone No. _____

Facsimile No. _____ E-mail address: _____

Delivery Follow-up

Name: _____ Telephone No. _____

Facsimile No. _____ E-mail address: _____

6. Payment

6.1 Basis of Payment - Firm Price

1. In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor shall be paid a firm price of **\$ XX.XX** (to be filled in at contract award) Goods and Services Tax or Harmonize Sales Tax extra, if applicable.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Specifications, will be authorized or paid to the Contractor unless such design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority prior to their incorporation in the Work.

6.2 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- (a) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all such documents have been verified by Canada;
- (c) the Work delivered has been accepted by Canada.

7. Invoicing Instructions

Invoicing Instructions

The Contractor must submit invoices in accordance with the information required in **Section 10, 2010A (2012-11-19) General Conditions - Goods or Services (Medium Complexity)**.

Original copy to **consignee** with one copy to the **Contracting Authority**.

Name: Doug Martin
Public Works and Government Services Canada
Acquisition Branch, CASMS
Telephone: (819) 956-4037
Facsimile: (819) 956-3814
E-Mail address: doug.martin@pwgsc.gc.ca

The Invoice contact for the Contract is: (*To be filled in at time of contract award*)

8. Certifications

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the entire contract period. 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.

8.2 SACC Manual Clauses

A2000C	Foreign Nationals (Canadian Contractor)	06/06/16
A2001C	Foreign Nationals (Foreign Contractor)	06/06/16
B1501C	Electrical Equipment	06/06/16
B7500C	Excess Goods	06/06/16
C0100C	Discretionary Audit - Commercial Goods and/or Services	07/05/25
D2001C	Labelling	07/11/30
A9006 C	Defence Contract	08/05/12
D3013C	Delivery Preparation (DND)	07/11/30
D5545C	ISO 9001-2000 Quality Management (DND)	07/11/30
D6010C	Palletization(DND)	07/11/30
A9062C	Canadian Forces Site Regulations	10/01/11

9. Applicable Laws

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

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) **2010A (2012-07-16) General Conditions - Goods or Services (Medium Complexity);**
- (c) Annex A, Requirement;
- (d) the Contractor's bid dated _____ as clarified on _____ " **or** ", as amended on _____