

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada  
Room 1650, 635 8th Ave. S.W.  
Calgary  
Alberta  
T2P 3M3

**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**

<b>Title - Sujet</b> 1000 KG Weights	
<b>Solicitation No. - N° de l'invitation</b> U6331-141183/A	<b>Date</b> 2013-10-04
<b>Client Reference No. - N° de référence du client</b> IC	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$CAL-125-6135	
<b>File No. - N° de dossier</b> CAL-3-36016 (125)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-11-18</b>	
<b>Time Zone</b> Fuseau horaire Mountain Daylight Saving Time MDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Chan, Linda S.	<b>Buyer Id - Id de l'acheteur</b> cal125
<b>Telephone No. - N° de téléphone</b> (403) 292-5306 ( )	<b>FAX No. - N° de FAX</b> (403) 292-5786
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF INDUSTRY CANADA Industry Canada - Measurement Canad Regional Office 4th Floor, 400 St. Mary Avenue WINNIPEG Manitoba R3C4K5 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 Canada/Travaux  
publics et Services gouvernementaux Canada  
Room 1650, 635 8th Ave. S.W.  
Calgary  
Alberta  
T2P 3M3

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

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## PART 1 - GENERAL INFORMATION

### 1. Security Requirement

There is no security requirement associated with this bid solicitation.

### 2. Requirement

The requirement is detailed under Article 2 of the resulting contract clauses.

### 3. Debriefings

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 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

#### 1.1 SACC Manual Clauses

B1000T (2007-11-30) Condition of Material

### 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.

Due to the nature of the bid solicitation, bids transmitted by electronic mail to PWGSC will not be accepted.

### 3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) 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

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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 Manitoba.

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 (one hard copy)

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) (<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 carry out the Work.

#### Section II: Financial Bid

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Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

### 1.1 Exchange Rate Fluctuation

C3011T (2013-04-25) Exchange Rate Fluctuation

### 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

Bidders are requested to provide documentation to demonstrate how they propose to meet the requirement in Annex "A". It is the Bidders responsibility to ensure that the submitted documentation provides adequate detail to prove that the proposed product meet the requirements of the technical specifications.

### 1.2 Financial Evaluation

The total aggregate bid price will be determined by the sum of all line items as identified in Annex "B" - Basis of Payment.

*SACC Manual Clause A0222T (2010-01-11) Evaluation of Price*

## 2. Basis of Selection - Mandatory Technical Criteria

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 will be recommended for award of a contract.

## PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and documentation to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default, if any certification made by the Bidder is found to be untrue whether during the bid evaluation period or during the contract period.

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The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with this request will also render the bid non-responsive or will constitute a default under the Contract.

## **1. Mandatory Certifications Required Precedent to Contract Award**

### **1.1 Code of Conduct and Certifications - Related documentation**

By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Bid of Standard Instructions 2003. The related documentation therein required will assist Canada in confirming that the certifications are true.

### **1.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from Human Resources and Skills Development Canada (HRSDC) - Labour's website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

## **PART 6 - RESULTING CONTRACT CLAUSES**

### **1. Security Requirement**

There is no security requirement applicable to this Contract.

### **2. Requirement**

The Contractor must provide the items detailed under the "Requirement" at 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 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 (2013-04-25), 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 31 March 2014.

**5. Authorities**

**5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Linda Chan, Supply Officer  
Public Works and Government Services Canada  
Acquisitions, Calgary  
1650, 635 - 8 Avenue SW  
Calgary, AB T2P 3M3

Telephone:(403) 292-5306  
Facsimile:(403) 292-5786  
E-mail address: linda.chan@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**

The Project Authority for the Contract is:

To be determined at contract award.

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 (Fill in as applicable)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-mail address: \_\_\_\_\_

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## 6. Payment

### 6.1 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, as specified in Annex "B" for a cost of \$ \_\_TBD\_\_. Customs duties are included and Applicable Taxes are extra.

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

### 6.2 Single Payment

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

### 6.3 SACC Manual Clauses

C2000C (2007-11-30) Taxes - Foreign-based Contractor

D5328C (2007-11-30) Inspection and Acceptance

## 7. Invoicing Instructions

7.1 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 in the invoice is completed.

7.2 Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## 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 Manitoba.

## 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.

Solicitation No. - N° de l'invitation

U6331-141183/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

cal125

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

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CAL-3-36016

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- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2013-04-25), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_ (*insert at the time of contract award*).

**11. SACC Manual Clauses**

B7500C (2006-06-16) Excess Goods

G1005C (2008-05-12) Insurance

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## ANNEX "A"

### REQUIREMENT

Industry Canada - Measurement Canada's Western Region has a requirement for the supply and delivery of nine (9) one thousand kilogram (1000 kg) block weights to be used for the purpose of calibrating industry standards.

#### **Specifications**

##### **1. Design**

Weights must be constructed as either "solid or layered or filled" as defined below.

"solid" means constructed/cast from grey cast iron

"layered" means a construction consisting of stacked "plates of steel" of a minimum thickness of 6mm.

- where the thickness of each and every plate exceeds 24mm they shall each be as long and wide as the dimensions of one of the sides or the top or bottom of the standard.

- where the thickness of one or more of the plates is less than 24mm, they shall each be as long and wide as the internal dimensions of one of the sides or the top or bottom of a container fabricated from plates of steel (or other metal meeting these specifications), each with a minimum thickness of 9mm.

-plates shall be suitably fastened to prevent movement. Plates shall be stacked so that the total space between them is minimized.

"filled" means a construction consisting of a container manufactured from steel plates (or other metal meeting these specifications) each with a minimum thickness of 9mm and filled with lead that was molten or poured into it.

##### **2. Shape and Contour**

The shape of the standard shall be simple without undue sharp angles; any exterior corners shall be rounded to a radius no smaller than 6mm. Preferably square shaped weights instead of cylindrical or triangular shaped weights.

Surface roughness, the entire surface shall be smooth and reasonably free from grooves and/or indentations in which foreign matter may accumulate. The roughness height rating (rms) of the surface finish of any new standard must not exceed 12.5  $\mu\text{m}$  (500  $\mu\text{in}$ ). A further examination shall be made to ensure that the standard does not contain casting defects. Any depression deeper than 2mm from the surrounding surface and at any point wider than 4mm must be filled by welding to prevent accumulation of added weight after calibration. The use of foundry putty or body filler is not acceptable.

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All exposed seams shall be joined with a continuous weld to form a closed system (with the exception of the seal and plug). Where seams may come in contact with other objects during normal use, the weld on these seams shall be ground smooth and flush with the surrounding metal. All welds shall be sufficiently strong to withstand, without breaking or cracking, all forces encountered during normal use.

### 3. Density

Density must be between 6000 kg/m<sup>3</sup> to 8400 kg/m<sup>3</sup>

### 4. Adjustment Cavities

All block weights shall have one but no more than two adjustment cavities. The total volume of the cavity shall be as close to, but shall not exceed, 5% of the total volume of a standard.

Cavity enclosure shall result in a closed system with provision made for the imprint of an inspection mark. To ensure that no liquids can enter and accumulate in the cavity(ies), adequate means for sealing must be provided with an undercut opening or other to ensure that lead is securely held in place to seal the opening. No lead shall project beyond the surface of the standard.

### 5. Designs Review

All weight designs must be submitted for review. Sketch or picture with dimensions together with a description of what type of weight it is (filled, layered or cast) and the type of material the weight consists of are required.

Weights must not be painted.

### 6. Delivery Instructions

These 9 block weights must be distributed as follows:

Two (2) - 1080 McDermot Ave Winnipeg. Mb R3E 3S6. Contact Information\_\_\_\_\_  
Two (2) - 2404 Thayer Ave. Bay 4 Saskatoon, Sk, S7L 5Y1. Contact Information\_\_\_\_\_  
Two (2) - Bay 101, 4712 13 St. Calgary Ab, T2E 6P1. Contact Information\_\_\_\_\_  
Two (2) - 9015 46th St. Edmonton Ab, T6B 3B2. Contact Information\_\_\_\_\_  
One (1) - 1st fl 3625 Lougheed Hwy. Vancouver BC V5M 2A6. Contact Information\_\_\_\_\_.

Please contact our offices prior to delivery. Contact information will be inserted at contract award.

**ANNEX "B"****BASIS OF PAYMENT**

\* APPLICABLE TAXES ARE TO BE EXCLUDED FROM THE PRICES QUOTED HEREIN \*  
 \* APPLICABLE TAXES WILL BE ADDED AS A SEPARATE ITEM ON THE INVOICE, IF APPLICABLE \*

**Firm prices, F.O.B. destination unloaded, including all shipping and delivery costs for each location listed herein.**

<u>Item</u>	<u>Deliverables &amp; Destination</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u> (Quantity x Unit Price)
1.	a) 1000 kg Block Weights in accordance with Annex "A"	2	\$ _____	\$ _____
1.	b) F.O.B. Destination, all inclusive delivery cost to 1080 McDermont Ave, Winnipeg, MB R3E 3S6			\$ _____
2.	a) 1000 kg Block Weights in accordance with Annex "A"	2	\$ _____	\$ _____
2.	b) F.O.B. Destination, all inclusive delivery cost to 2404 Thayer Ave. Bay 4, Saskatoon, SK S7L 5Y1			\$ _____
3.	a) 1000 kg Block Weights in accordance with Annex "A"	2	\$ _____	\$ _____
3.	b) F.O.B. Destination, all inclusive delivery cost to Bay 101, 4712 13 Street, Calgary, AB T2E 6P1			\$ _____
4.	a) 1000 kg Block Weights in accordance with Annex "A"	2	\$ _____	\$ _____
4.	b) F.O.B. Destination, all inclusive delivery cost to 9015 46th Street Edmonton, AB T6B 3B2			\$ _____
5.	a) 1000 kg Block Weights in accordance with Annex "A"	1	\$ _____	\$ _____
5.	b) F.O.B. Destination, all inclusive delivery cost to 1st floor, 3625 Lougheed Hwy, Vancouver, BC V5M 2A6			\$ _____