

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
**1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 1T3
Bid Fax: (902) 496-5016**

**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 LOAD FRAME EXTENSOMETER CALIBRATION	
Solicitation No. - N° de l'invitation W7707-145698/A	Date 2013-10-22
Client Reference No. - N° de référence du client W7707-14-5698	
GETS Reference No. - N° de référence de SEAG PW-\$HAL-321-9108	
File No. - N° de dossier HAL-3-71120 (321)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-12-02	Time Zone Fuseau horaire Atlantic Standard Time AST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Gillis, Floyd	Buyer Id - Id de l'acheteur hal321
Telephone No. - N° de téléphone (902) 496-5566 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE DRDC ATLANTIC 9 GROVE STREET DARTMOUTH NOVA SCOTIA B3A 3C5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

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

Issuing Office - Bureau de distribution
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 3C9

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Security Requirement
2. Statement of Work
3. Debriefings

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Former Public Servant
4. Enquiries - Bid Solicitation
5. Applicable Laws

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection
3. Security Requirement

PART 5 - CERTIFICATIONS

1. Mandatory Certifications Required Precedent to Contract Award

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement
2. Statement of Work
3. Standard Clauses and Conditions
4. Term of Contract
5. Authorities
6. Proactive Disclosure of Contracts with Former Public Servants
7. Payment
8. Invoicing Instructions
9. Certifications
10. Applicable Laws
11. Priority of Documents
12. Defence Contract
13. Intellectual Property
14. SACC Manual Clauses

List of Annexes:**Annex A Statement of Work****Annex B Basis of Payment****PART 1 - GENERAL INFORMATION****1. Security Requirement**

There is no security requirement associated with this bid solicitation.

2. Statement of Work

Defense Research/Development Canada- Atlantic (**DRDC/A**) has a requirement for the calibration of load frame extensometer as detailed in **Annex A-Statement of Work**.

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.

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

Delete: sixty (60) days

Insert: ninety (90) days

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. Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, bidders must provide the information required below before contract award.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c.P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c.S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c.C-17, the Defence Services Pension Continuation Act, 1970, c.D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c.R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c.R-11, the Members of Parliament Retiring Allowances Act, R.S., 1985, c.M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c.C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**

If so, the Bidder must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the

published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes () No ()**

If so, the Bidder must provide the following information:

- a.name of former public servant;
- b.conditions of the lump sum payment incentive;
- c.date of termination of employment;
- d.amount of lump sum payment;
- e.rate of pay on which lump sum payment is based;
- f.period of lump sum payment including start date, end date and number of weeks;
- g.number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

4. 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 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.

5. Applicable Laws

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

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 (1) hard copy

Section II: Financial Bid: one (1) hard copy

Section III: Certifications: one (1) hard copy

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft 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 as detailed In **Annex A-Statement of Work**.

Section II: Financial Bid

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

1.1 Exchange Rate Fluctuation

C3011T (2010-01-11), 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**

The following load frames and extensometers equipment shall be calibrated annually for three (3) years:

1 MN Load frame, Instron 1335 SN H0012

- LVDT model 2411-186, SN 3306-64B, range ± 150 mm
- Load cell model 2518-120, SN UK024, range ± 1 MN, 3.5"x12 TPI threads

2. 250 kN Load frame, MTS Landmark 370.25 SN 10313986

- LVDT model 370.25, SN 848604, range ± 150 mm
- Load cell model 661.21H-01, SN 10306870D, range ± 250 kN, m36x2 mm threads

3. 25 kN Load frame, MTS Landmark 370.02 SN 10313996

- LVDT model 370.02, SN 849934, range ± 100 mm
- Load cell model 661.19H-04, SN 108517A, range ± 25 kN, m12x1.25 mm threads
- Load cell model 661.19H-02, SN 108517A, range ± 10 kN, m12x1.25 mm threads

4. 5 kN Load frame, United SSTM-5KN SN 1209539

- LVDT SN 1209539, range ± 1 m
- Load cell SN T11106793, range ± 5 kN, 5/8" socket 1/4" hitch pins
- Built in extensometer model EL-20, SN 5161, range 1 m

5. Static Strain Extensometer

- Model 634.12F-24, SN 10304709A, range ± 0.5 mm
- Model 634.12F-24, SN 10304709C, range ± 0.5 mm
- Model 634.12F-24, SN 10312611A, range ± 4 mm
- Model 632.13F-24, SN 10311008C, range ± 4 mm
- Model 632.13F-20, SN 10310281A, range ± 0.15 mm
- Model 632.13F-20, SN 10312855, range ± 0.15 mm

6. Clip Gauge Extensometers

- Model 632.03F-30, SN 10312800, range ± 4 mm
- Model 632.03F-20, SN 10305679D, range ± 12 mm

Note:

All listed equipment will be calibrated to:

All LVDTs shall be calibrated to ± 1.0 % of applied length from 10% - 100% of range, and ± 0.1 % of range below 10%

All Load Cells shall be calibrated in compliance with ASTM E4-10 (or newer version)

All Extensometers shall be calibrated in compliance with ASTM E83-10 (or newer version)

All Clip gauges or length devices shall be calibrated in compliance with ASTM E399-10 (or newer version)

All reference standards shall be calibrated in compliance with ASTM E74

All calibration shall be carried out on site at Dockyard Laboratory (Atlantic) located in Bldg **D-20, HMC Dockyard, CFB Halifax, Halifax, NS.**

Work must be carried out by a qualified technician accredited to American Association for Laboratory Accreditation A2LA or ISO/IEC 17025.

1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

2. Basis of Selection

A bid must comply with all requirements of the bid solicitation 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.

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) 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. Statement of Work

Defense Research/Development Canada- Atlantic (**DRDC/A**) has a requirement for the calibration of load frame extensometer as detailed in **Annex A-Statement of Work**.

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

2010C (2013-06-27), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

4. Term of Contract

4.1 Period of the Contract

Time Schedule:

Start date: Date of contract award.

Fiscal Year (FY) 2013/2014:

- All calibrations shall be completed by **15 December 2013**.
- All calibration reports and certificates shall be delivered by **December 31 2013**

Fiscal Year (FY) 2014/2015:

- All calibrations shall be completed by **31 January 2015**.
- All calibration reports and certificates shall be delivered by **February 15 2015**

Fiscal Year (FY) 2015/2016:

- All calibrations shall be completed by **31 January 2016**.
- All calibration reports and certificates shall be delivered by **February 15 2016**

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Floyd Gillis
Supply Officer
Atlantic Region Acquisitions
Telephone | 902.496.5566
Facsimile | 902.496.5016
floyd.gillis@pwgsc-tpsgc.gc.ca
1713 Bedford Row, Halifax, NS B3J 3C9

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 announced 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 (To be completed by bidder)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone : ____ _

Facsimile: ____ _

E-mail address: _____

6. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada

7. Payment

7.1 Basis of Payment

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work as determined in accordance with the Basis of Payment in **Annex B**, to a limitation of expenditure of \$_____ (**To be announced at contract award**). Customs duties are subject to exemption and Applicable Taxes are extra.

7.2 Limitation of Expenditure

1.Canada's total liability to the Contractor under the Contract must not exceed \$ _____ **To be announced at contract award**. Customs duties are subject to exemption and Applicable Taxes are extra.

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 Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a.when it is 75 percent committed, or
 - b.four (4) months before the contract expiry date, or
 - c.as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,
- whichever comes first.

3.If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

8. Invoicing Instructions

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

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.

b.One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

c.one (1) copy must be forwarded to the consignee.

9. Certifications

9.1 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.

10. Applicable Laws

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

11. 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 _____
- (C) **Annex A, Statement of Work;**
- (D) **Annex B, Basis of Payment**
- (E) the Contractor's bid dated _____

12. Defence Contract

A9006C (2012-07-16) Defence Contract

13. Intellectual Property

Defense Research/Development Canada- Atlantic (**DRDC/A**) has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following grounds: **the information that will be provided will be subject to copyright protection.**

14. SACC Mauual Clauses

A9062C (2011-05-16) Canadian Forces Site Regulations
H1000C (2008-05-12) Single Payment

ANNEX A
STATEMENT OF WORK

Load Frames and Extensometers Calibration

1. Background:

Defense Research/Development Canada- Atlantic (DRDC/A) has a requirement for annual calibration (for 3 years) of load frames and extensometers corresponding **ASTM** standards (Appendix A) by a qualified technician accredited in according to American Association for Laboratory Accreditation A2LA or ISO/IEC 17025 for the purpose of primarily running **ASTM** E8M tests.

2. Scope:

Annual calibration for three (3) years of servo-hydraulic and screw driven load frames and accompanying extensometers (listed below) with corresponding **ASTM** standards.

3. Requirement:

The following load frames and extensometers equipment shall be calibrated annually for three (3) years:

1 MN Load frame, Instron 1335 SN H0012

- LVDT model 2411-186, SN 3306-64B, range ± 150 mm
- Load cell model 2518-120, SN UK024, range ± 1 MN, 3.5"x12 TPI threads

2. 250 kN Load frame, MTS Landmark 370.25 SN 10313986

- LVDT model 370.25, SN 848604, range ± 150 mm
- Load cell model 661.21H-01, SN 10306870D, range ± 250 kN, m36x2 mm threads

3. 25 kN Load frame, MTS Landmark 370.02 SN 10313996

- LVDT model 370.02, SN 849934, range ± 100 mm
- Load cell model 661.19H-04, SN 108517A, range ± 25 kN, m12x1.25 mm threads
- Load cell model 661.19H-02, SN 108517A, range ± 10 kN, m12x1.25 mm threads

4. 5 kN Load frame, United SSTM-5KN SN 1209539

- LVDT SN 1209539, range ± 1 m
- Load cell SN T11106793, range ± 5 kN, 5/8" socket 1/4" hitch pins
- Built in extensometer model EL-20, SN 5161, range 1 m

5. Static Strain Extensometer

- Model 634.12F-24, SN 10304709A, range ± 0.5 mm
- Model 634.12F-24, SN 10304709C, range ± 0.5 mm
- Model 634.12F-24, SN 10312611A, range ± 4 mm
- Model 632.13F-24, SN 10311008C, range ± 4 mm
- Model 632.13F-20, SN 10310281A, range ± 0.15 mm
- Model 632.13F-20, SN 10312855, range ± 0.15 mm

6. Clip Gauge Extensometers

- Model 632.03F-30, SN 10312800, range ± 4 mm
- Model 632.03F-20, SN 10305679D, range ± 12 mm

All listed equipment will be calibrated to:

All LVDTs shall be calibrated to ± 1.0 % of applied length from 10% - 100% of range, and ± 0.1 % of range below 10%

All Load Cells shall be calibrated in compliance with ASTM E4-10 (or newer version)

All Extensometers shall be calibrated in compliance with ASTM E83-10 (or newer version)

All Clip gauges or length devices shall be calibrated in compliance with ASTM E399-10 (or newer version)

All reference standards shall be calibrated in compliance with ASTM E74

All calibration shall be carried out on site at Dockyard Laboratory (Atlantic) located in Bldg **D-20, HMC Dockyard, CFB Halifax, Halifax, NS.**

Work must be carried out by a qualified technician accredited to American Association for Laboratory Accreditation A2LA or ISO/IEC 17025.

4. Intellectual Property:

No IP is anticipated to be generated as a result of this requirement. However the information that will be provided will be subject to copyright protection. It is requested that PWGSC ensure that title and copyright to the work rests with the Crown.

5. Time Schedule:

Start date: Date of award.

Fiscal Year 2013/2014:

- All calibrations shall be completed by **15 December 2013.**
- All calibration reports and certificates shall be delivered by **December 31 2013**

Fiscal Year 2014/2015:

- All calibrations shall be completed by **31 January 2015.**
- All calibration reports and certificates shall be delivered by **February 15 2015**

Fiscal Year 2015/2016:

- All calibrations shall be completed by **31 January 2016.**
- All calibration reports and certificates shall be delivered by **February 15 2016.**

6. Deliverables:

In addition to the return of all non-expended items (equipment, software, books, etc.) acquired by the contractor in support of this requirement and claimed for against the contract, the deliverables shall be:

For each fiscal year, calibration reports and certificates of calibration for each item listed above.

7. Reports:

As directed by the Project Authority, DRDC Atlantic requires (1) unbound hard copy and (1) electronic copy of each calibration reports and certificates before the completion date in each fiscal year.

8. Travel and Living:

The contractor will require escorted access to **Building D20, HMC Dockyard, CFB Halifax** for the duration of the work. Travel and living expenses of contractor must be clearly stated in the contractor's proposal.

9. Contractor Personnel:

All contractor personnel shall be named in the contract. All proposed changes in contractor personnel shall be addressed by the contractor to Public Works and Government Services Canada who in turn will request DRDC Atlantic's approval.

10. Control Procedures:

Inspection shall be conducted by and to the satisfaction of the Project Authority.

11. Payment

For each fiscal year, the work shall be deemed 100% complete upon completion of all required calibrations and receipt of all deliverables.

ANNEX B
Basis of Payment

Evaluation of Price: The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax **excluded.**

Bidders must complete the table shown below. Bids submitted without a completed **Annex B-Basis Of Payment** table will be considered non-responsive and will not be considered for further evaluation.

***Travel/Living Expenses:** The contractor will be paid authorized travel and living expenses, reasonably and properly incurred in the performance of the work, at cost, without any allowance or overhead or profit, in accordance with the meal, private vehicle and incidental allowance specified in **Appendix A, B, and D** of the **Treasury Board (TB) Travel Directive** and with the other provisions of the directive referring to "travellers" rather than those referring to "employees".

All payments are subject to government audit. All travel must have the authorization of the Project Authority.

All expenditures regarding travel must be within the **TB** travel guidelines. The contractor will be required to provide receipts.

Solicitation No. - N° de l'invitation

W7707-145698/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hal321

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W7707-14-5698

HAL-3-71120

1. Calibration of Equipment as detailed in ANNEX A	Total Year 1	Total Year 2	Total Year 3	Extended Total TotalYear1+ Total Year 2+ Total Year 3
	\$ _____	\$ _____	\$ _____	\$ _____
2.Travel/Living expenses, if applicable.				
	\$ _____	\$ _____	\$ _____	\$ _____

Total for evaluation =(Extended total of line 1)+(Extended total of Line 2) =\$_____.

Note: All values must be exclusive of HST.