

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

**Bid Receiving  
PWGSC  
33 City Centre Drive  
Suite 480  
Mississauga  
Ontario  
L5B 2N5  
Bid Fax: (905) 615-2095**

**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> Mass Spectrometer	
<b>Solicitation No. - N° de l'invitation</b> KM061-131157/A	<b>Date</b> 2013-11-28
<b>Client Reference No. - N° de référence du client</b> KM061-131157	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$TOR-224-6442	
<b>File No. - N° de dossier</b> TOR-3-36113 (224)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-01-08</b>	<b>Time Zone Fuseau horaire</b> Eastern Standard Time EST
<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> Juan, Peggy	<b>Buyer Id - Id de l'acheteur</b> tor224
<b>Telephone No. - N° de téléphone</b> (905) 615-2467 ( )	<b>FAX No. - N° de FAX</b> (905) 615-2060
<b>Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:</b> DEPARTMENT OF THE ENVIRONMENT 4905 Dufferin St Downsview Ontario M3H5T4 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  
Ontario Region  
33 City Centre Drive  
Suite 480  
Mississauga  
Ontario  
L5B 2N5

<b>Delivery Required - Livraison exigée</b> 2014-03-31	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur</b>	
<b>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)</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.

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.

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

### **3. Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than 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 ( 2 hard copies)  
 Section II: Financial Bid ( 1 hard copy)  
 Section III: Certifications (1 hard copy)

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

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

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

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

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

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

#### Section I: Technical Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will 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 Applicable Taxes must be shown separately.

## **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**

Bidder must demonstrate meeting every mandatory technical criteria by providing a concise and detailed response to each of the mandatory technical criteria. Bidder must provide evidence including but not limited to instrument specification, publications, documented data or discussion points, to show that their proposed system meets each of the mandatory technical criteria. Simply stating that the mandatory technical criteria is met is not sufficient. Failure to demonstrate meeting all of the mandatory technical criteria will result in the bid being deemed non-responsive.

- 1. The proposed Soot Particle Aerosol Mass Spectrometer (SP-AMS) must meet each and every mandatory technical specifications as follow:
  - a. Intracavity laser vaporizer module (1064 nm) to detect near infrared light absorbing particles including the refractory carbon mass;
  - b. Tungsten made thermal vaporizer (operating at 600 degree Celsius) to ionize non-refractory particle material;
  - c. The instrument must be able to operate with the laser vaporizer alone, the tungsten vaporizer alone and with both laser and tungsten vaporizers at the same time;
  - d. The detector must be high resolution mass spectrometer able to continuously scan mass spectrums from 0 up to a minimum of 1000 amu with a minimum mass resolution of 5000 m/ m.
  - e. Ions must be generated using electron impact ionization technique operating at 70 eV.

f. The instrument must also be able to characterize the aerodynamic size of the particular matters it analyzes. This must be performed at least by measuring the traveling time of the particles in the volume of vacuum chamber, in addition of any other possible methods.

g. Sensitivity of greater than 140 carbon ions detected per picogram of refractory black carbon.

h. Detection limit of less than 100 ng m-3 for 60 second averaging.

2. Bidder must include any components, peripherals or supplies necessary to comply with Annex A, Requirement and to operate the system on arrival at Environment Canada's site in the bid price at Annex B - Basis of Payment.

## 1.2 Financial Evaluation

1.2.1 **Mandatory Technical Criteria** - Pricing must be submitted in Canadian currency in Annex B, Basis of Payment.

1.2.2 Evaluated Price will be the Firm Lot Price in Annex B, Basis of Payment.

1.2.3 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 - Mandatory Technical Criteria

2.1 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 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list at the time of contract award.

## 2. Additional Certifications Precedent to Contract Award

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

### 2.1 OEM Certification

- (a) Any Bidder that is not the Original Equipment Manufacturer (OEM) for every item of hardware proposed as part of its bid is required to submit the OEM's certification regarding the Bidder's authority to provide and maintain the OEM's hardware, which must be signed by the OEM (not the Bidder). No Contract will be awarded to a Bidder who is not the OEM of the hardware it proposes to supply to Canada, unless the OEM certification has been provided to Canada. Bidders are requested to use the OEM Certification Form included with the bid solicitation Annex C. Although all the contents of the OEM Certification Form are required, using the form itself to provide this information is not mandatory. For Bidders/OEMs who use an alternate form, it is in Canada's sole discretion to determine whether all the required information has been provided.
- (b) If the hardware proposed by the Bidder originates with multiple OEMs, a separate OEM certification is required from each OEM.
- (c) For the purposes of this bid solicitation, OEM means the manufacturer of the hardware, as evidenced by the name appearing on the hardware, on all accompanying documentation, on mandatory certification reports, and on any support software.

## PART 6 - RESULTING CONTRACT CLAUSES

### 1. Security Requirement

There is no security requirement applicable to this Contract.

### 2. Requirement

The Contractor must provide Scoot Particle-Aerosol Mass Spectrometer in accordance with 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.

### 3.2 Supplemental General Conditions

4001 (2013-01-28), Supplemental General Conditions - Hardware Purchase, Lease and Maintenance, 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 March 31, 2014.

## 5. Authorities

### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Peggy Juan  
Supply Team Leader  
Public Works and Government Services Canada  
Acquisitions Branch  
Address: 33 City Centre Drive - Suite 480C, Mississauga, Ontario L5B2N5  
Telephone: (905) 615-2467  
Facsimile: (905) 615-2060  
E-mail address: peggy.juan@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

The Technical Authority for the Contract is:

Name: \_(To be inserted at contract award)\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone : \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_



The Technical 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 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

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

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

Organization: \_\_\_\_\_

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

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

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

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

## 6. Payment

### 6.1 Basis of Payment - Firm Lot Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex B for a cost of \$ \_\_\_\_\_ insert the amount at contract award). 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 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

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.

## 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 \_\_\_\_\_. (*Insert the name of the province or territory as specified by the Bidder in its bid, if applicable*)

## 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 supplemental general conditions 4001 (2013-01-28), Hardware Purchase, Lease and Maintenance;
- (c) the general conditions 2010A (2013-04-25), General Conditions - Goods (Medium Complexity);
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment;
- (f) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*).

## 11. SACC Manual Clauses

A9068C (2010-01-11) Government Site Regulation  
 B1501C (2006-06-16) Electrical Equipment  
 G1005C (2008-05-12) Insurance

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## **ANNEX "A"**

### **REQUIREMENT**

Environment Canada (EC) requires an instrument known as SPAMS (Soot Particle-Aerosol Mass Spectrometer) to measure in real time for aerosols' physical and chemical properties (e.g. aerosol size and concentration; aerosol composition of black carbon/soot, many other organic and inorganic species). This particular set SPAMS is to be deployed on EC's mobile lab CRUISER and be operated in many areas of Canada, such as the Oil Sands Region, to investigate emission, transport and transformation of aerosols related to air pollutant sources. The instrument will support current and future work under Clean Air Regulatory Agenda (CARA) initiatives. The nature of operation requires the instrument to be able to detect low level of various chemical species of the aerosols in real time and consequently characterize and quantify these species. Due to the complex nature of aerosols, this instrument should be able to analyse both the organic coating and the soot/black carbon core of aerosols respectively, as such information is critical for the determination of the sources and transportation of the organic component of black carbon containing aerosols.

#### **1.0 Mandatory Technical Specifications:**

High Resolution Aerosol Mass Spectrometer with a Soot particle laser module (SP-AMS) that provides size and chemical mass loading information in real-time for refractory and non-refractory sub-micron aerosol particles with the following mandatory specifications:

- 1.1 Intracavity laser vaporizer module (1064 nm) to detect near infrared light absorbing particles including the refractory carbon mass;
- 1.2 Tungsten made thermal vaporizer (operating at 600 degree Celsius) to ionize non-refractory particle material;
- 1.3 The instrument must be able to operate with the laser vaporizer alone, the tungsten vaporizer alone and with both laser and tungsten vaporizers at the same time;
- 1.4 The detector must be high resolution mass spectrometer able to continuously scan mass spectrums from 0 up to a minimum of 1000 amu with a minimum mass resolution of 5000 m/ m.
- 1.5 Ions must be generated using electron impact ionization technique operating at 70 eV.
- 1.6 The instrument must also be able to characterize the aerodynamic size of the particular matters it analyzes. This must be performed at least by measuring the traveling time of the particles in the volume of vacuum chamber, in addition of any other possible methods.
- 1.7 Sensitivity of greater than 140 carbon ions detected per pictogram of refractory black carbon
- 1.8 Detection limit of less than 100 ng m-3 for 60 second averaging

#### **2.0 Additional Requirements:**

- 2.1 Data acquisition computer and flat screen monitor
- 2.2 The most recent data acquisition and instrument control software and data analysis software tools

2.3 Integrated rack to hold the instrument and electronics in a compact configuration, with an option for reinforced rack design to sustain forces during mobile lab and/or aircraft flights.

2.4 Relative humidity and temperature probe for sampling inlet

2.5 Sample line flow controller

2.6 Training for 2 people at the manufacturer's facility must be available from the supplier. Environment Canada will be responsible for all travel arrangements.

2.7 Rugged, reusable shipping container for the instrument

2.8 Full one year warranty from date of delivery acceptance by EC Technical Authority.

## ANNEX "B"

### BASIS OF PAYMENT

1.0 The firm lot price must be an all inclusive price in Canadian funds, including Canadian custom duties, exercise taxes, F.O.B. Destination, including all delivery charges to Environment Canada at Downsview, Ontario, excluding GST/HST.

Item No.	Description	Qty	Firm Lot Price
1	<p>For the supply and delivery of <b>Scoot Particle-Aerosol Mass Spectrometer</b> in accordance with the specifications detailed in Annex A, including training cost for 2 people at the manufacturer's site (but exclude travel cost) <b><u>and any other items or service required to complete the system as specified in Annex A.</u></b></p> <p>Environment Canada will be responsible for the travel cost for training.</p> <p>Bidders should specify make and model being offered:</p> <p>Manufacturer: _____</p> <p>Make and Model: _____</p>	1 (Lot)	\$ _____
	GST/HST		
	Total		

Bidders are requested to provide a list of deliverables including documentation. (Bidders should attach a separate sheet for list of deliverables)

#### 1.1 Delivery

Delivery is requested as soon as possible, but delivery must be completed no later than 31 March 2014.

Solicitation No. - N° de l'invitation

KM061-131157/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

tor224

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

KM061-131157

TOR-3-36113

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## **ANNEX C CERTIFICATIONS**

### **Form 1**

#### **OEM Certification Form**

This confirms that the original equipment manufacturer (OEM) identified below has authorized the Bidder named below to provide and maintain its products under any contract resulting from the bid solicitation identified below.

Name of OEM \_\_\_\_\_

Signature of authorized signatory of OEM \_\_\_\_\_

Print Name of authorized signatory of OEM \_\_\_\_\_

Print Title of authorized signatory of OEM \_\_\_\_\_

Address for authorized signatory of OEM \_\_\_\_\_

Telephone no. for authorized signatory of OEM \_\_\_\_\_

Fax no. for authorized signatory of OEM \_\_\_\_\_

Date signed \_\_\_\_\_

Solicitation Number \_\_\_\_\_

Name of Bidder \_\_\_\_\_