

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 BOÎTE A GANTS	
Solicitation No. - N° de l'invitation 31026-133713/A	Date 2013-12-02
Client Reference No. - N° de référence du client 31026-133713	
GETS Reference No. - N° de référence de SEAG PW-\$\$PV-940-64030	
File No. - N° de dossier pv940.31026-133713	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-01-13	Time Zone Fuseau horaire Eastern Standard Time EST
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: Hooper, Marlyn	Buyer Id - Id de l'acheteur pv940
Telephone No. - N° de téléphone (819) 956-2702 ()	FAX No. - N° de FAX (819) 956-3814
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: NATIONAL RESEARCH COUNCIL CANADA 75 BOUL.DE MORTAGNE VIA LAUZON BOUCHERVILLE Quebec J4B6Y4 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
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



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	Boîte a gants In accordance with the mandatory specifications detailed at Annex A	31026	31026	1	Each	\$		See Herein	

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pv940

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pv94031026-133713

CCC No./N° CCC - FMS No/ N° VME

List of Annexes:

Annex A Mandatory Specifications
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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 the "Line Item Detail".

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

1.1 SACC Manual Clauses

B1000T	Condition of Material	2007-11-30
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2. Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

3. Enquiries - Bid Solicitation

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Ontario, Canada.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (two (2) copies)
Section II: Financial Bid (one (1) copy)
Section III: Certifications (one (1) 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.

1.1 Section I: Technical Bid

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

1.1.1 Installation

On-site installation must be provided and be carried out by a qualified service technician.

State your best installation schedule. Installation will be carried out within _____ calendar days of delivery and be completed within _____ calendar days.

1.1.2 Training

On-site user training must be provided for up to two (2) users in either French or English. All costs associated with the on-site training must be included in the price.

French: _____ **or** **English:** _____

On-site training will be completed within _____ calendar days of installation. Provide complete details of training e.g. duration, scope, etc.,

1.1.3 Service

Purchase of the system must include: technical support; technical phone support; support via the Internet; and support via a fax-back document system. Service cost must be included in the price.

Response for service must be within 24 hours or less.

Also, provide the following with your bid (for information purposes only):

- 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).

- d) 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 Product(s) Offered

The Bidder must indicate the make and model number of the products offered (identify specific components which make up the system):

Name of Manufacturer: _____

Model/Part Number: _____

Literature attached: Yes (____) No (____)

1.1.5 Point of Manufacture/Shipping

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

Location: _____

Postal Code: _____

1.1.6 Delivery

While delivery is requested by March 31, 2014, the best delivery that could be offered by the Bidder is _____.

1.1.7 Contacts

Bidders are requested to provide the following: Information pertaining to Article 5.3 Contractor Representatives under Part 6, Resulting Contract Clauses.

1.2 Section II: Financial Bid

The bidder must quote a firm lot price all inclusive of supply, installation, training and manuals, DDP (Boucherville, Quebec), the total amount of applicable taxes must be shown separately. Freight charges to destination and all applicable Customs duties and Excise taxes must be included.

1.2.1 Exchange Rate Fluctuation

C3011T

Exchange Rate Fluctuation

2010-01-11

1.3 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

All proposals submitted must 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.

Factors for Evaluation

1. PRICING BASIS (MANDATORY): Prices must be firm, DDP Delivered Duty Paid.
2. ABILITY TO MEET THE TECHNICAL REQUIREMENT (MANDATORY):
 - a) For Items Defined by Specifications:

The bidder is requested to cross reference the mandatory technical criteria contained herein to their supporting technical documentation.
 - b) Provision of Supporting Technical Documentation:

Supporting technical documentation for the stores offered must 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.

3. **COMPLIANCE WITH THE TERMS AND CONDITIONS OF THIS REQUEST FOR PROPOSAL (MANDATORY)**
4. Please note that the requirements of the Federal Contractors Program for Employment Equity may apply - (see Part 5).
5. The Bidder must provide proof of certification of CSA or ULC standard or certified by a recognized organization in Quebec (photocopy of certificate will suffice)
Comply: Yes:_____ or No:_____
6. All safety or emergency labels must be in French or English or illustrated by symbols.
Comply: Yes:_____ or No:_____

1.1.1 Mandatory Technical Criteria

See Annex A

1.2 Financial Evaluation

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

- a) prices will be evaluated in Canadian Funds including excise taxes, Canadian Customs Duty (if applicable) and applicable taxes excluded. 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 Boucherville, Quebec

2. Basis of Selection

A0031T Basis of Selection -
Mandatory Technical Criteria Only

2010-08-16

PART 5 - CERTIFICATIONS

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

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

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

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

- 1.1.1 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.

2. **Additional Certifications Required with the Bid**

Bidders must submit the following duly completed certifications with their bid.

2.1 **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.hrsdc.gc.ca/eng/labour/index.shtml)" list (<http://www.hrsdc.gc.ca/eng/labour/index.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

2.1 Requirement

The Contractor must provide the items detailed under the Line Item Detail.

2.2 Installation

On-site installation must be provided and be carried out by a qualified service technician.

2.3 Manuals

One (1) copy of the technical documentation on the operation and maintenance of the equipment as part of the assembly, in English or French must be provided in hard or electronic copy.

English: _____ **or** **French:** _____

Hard Copy: _____ **or** **Electronic Copy:** _____

A list of spare parts required for normal operation must be provided.

Comply: **Yes:** _____ **or** **No:** _____

2.4 Training

On-site user training must be provided for up to two (2) users in either English or French.

French: _____ **or** **English:** _____

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 _____ **(to be filled in only at contract award).**

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Marlyn Hooper
Public Works and Government Services Canada
Acquisitions Branch
Commercial Consumer Products Directorate
11 Laurier Street, 6A2, Phase III
Place du Portage, Gatineau, Quebec, K1A 0S5
Telephone: (819) 956-2702
Facsimile: (819) 956-3814
E-mail address: marlyn.hooper@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:

Name: _____
Telephone: (____) _____
Facsimile: (____) _____
E-mail address: _____

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 (fill in)

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**

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 contract for a cost of \$_____ (to be filled in only 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 SACC Manual Clauses

H1000C Single Payment

2008-05-12

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

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 the province of Ontario, Canada.

10. Priority of Documents

If there is a discrepancy between the wordings 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 (2013-04-25) General Conditions - Goods (Medium Complexity);
- (c) Annex A, Mandatory Specifications;
- (d) the Contractor's bid dated (to be filled in at contract award) .

11. SACC Manual clause

B1501C	Electrical Equipment	2006-06-16
A9062C	Canadian Forces Site Regulations	2011-05-16
A9068C	Government Site Regulations	2010-01-11
A2000C	Foreign Nationals (Canadian Contractor)	2006-06-16
A2001C	Foreign Nationals (Foreign Contractor)	2006-06-16

12. Shipping Instructions - Delivery at Destination

1. Goods must be consigned to the destination specified in the Contract and delivered:

Delivered Duty Paid (DDP) Boucherville, Quebec Incoterms 2000 for shipments from a commercial contractor.

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.

ANNEX A

MANDATORY SPECIFICATIONS

Airtight Glove Box used to work with chemicals in an inert atmosphere

Vendors must cross reference the mandatory technical criteria in a concise format by using page, paragraph(s) & sub-paragraphs as applicable to their supporting technical documentation.

1.0 Glove Box

- 1.1 The enclosure must be airtight and compliant with standard ISO 10648-2 (leak rate <0.05% vol./h) and designed to be capable of working in an argon atmosphere.

Reference in Contractors Proposal: _____

- 1.2 The enclosure must be equipped with a minimum of four interconnected openings

Reference in Contractors Proposal: _____

- 1.3 Must be equipped with a water-cooled atmosphere circulation fan

Reference in Contractors Proposal: _____

- 1.4 The glove box must be equipped with a touch-screen interface that controls the conditions inside the glove box.

Reference in Contractors Proposal: _____

- 1.5 The user interface must be in French or English

Comply: French:___ or English:___

Reference in Contractors Proposal: _____

- 1.6 The interface must provide the following readings:

Pressure: Yes:___ or No:___

Oxygen level: Yes:___ or No:___

Internal moisture level in the enclosure: Yes:___ or No:___

Reference in Contractors Proposal: _____

- 1.7 The internal gas circulation system must be equipped with two filters; one for inflow gas and one for outflow gas.

Reference in Contractors Proposal: _____

1.7.1 The enclosure and hoses must be made of type 304 stainless steel

Reference in Contractors Proposal: _____

1.8 The window must be made of polycarbonate or equivalent so it is scratch-resistant.

Reference in Contractors Proposal: _____

1.9 A pair of gloves must be included and must not be an integral part of the system so they can be changed, as needed.

Reference in Contractors Proposal: _____

1.9.1 A system for protecting the airtightness of the working area while changing gloves must be provided.

Reference in Contractors Proposal: _____

1.10 The glove box must be equipped with lighting located outside the enclosure to allow bulb replacement without breaching the internal atmosphere and to reduce the internal heat of the enclosure.

Reference in Contractors Proposal: _____

1.11 The glove box must be equipped with a minimum three removable type 304 stainless steel shelves.

Reference in Contractors Proposal: _____

1.12 The glove box must be equipped with an automatic pressure control box and foot control.

Reference in Contractors Proposal: _____

1.13 The glove box must be equipped with an automatic controller with pressure interval settings.

Reference in Contractors Proposal: _____

1.14 The glove box must contain a minimum internal workspace of one cubic meter.

Reference in Contractors Proposal: _____

2.0 Air Lock

- 2.1 The glove box must be equipped of two air lock
One with a minimum of 150 mm: Yes:___ or No:___
One with a minimum of 390 mm: Yes:___ or No:___

Reference in Contractors Proposal: _____

- 2.2 Each air lock must include a sliding tray made of type 304 stainless steel.

Reference in Contractors Proposal: _____

- 2.3 The minimum 390 mm air lock must accommodate the transfer of hot plates, analytical balances and other items of similar size.

Reference in Contractors Proposal: _____

3.0 Gas purification system

- 3.1 An inert gas purifier column must be an integral part of the glove box.

Reference in Contractors Proposal: _____

- 3.2 A “plug & play” oxygen and humidity sensor must be integral part of the glove box.

Reference in Contractors Proposal: _____

- 3.3 The detection limit of the oxygen sensor must be 1ppm

Reference in Contractors Proposal: _____

- 3.4 The detection limit of the humidity sensor must be 1ppm

Reference in Contractors Proposal: _____

- 3.5 The glove box must contain an auto purge function and auto regeneration function

Reference in Contractors Proposal: _____

4.0 General information

- 4.1 Electrical voltage available: 600-volt, 3-phase; 208-volt, 3-phase; and 120-volt 1-phase. Any other voltage, if needed, must be obtained using a transformer supplied by the supplier.

Comply: Yes:___ or No:___

-
- 4.2 Compressed argon: 620 kPa (90 psi); the diameter of the pipe and the required flow rate must be communicated by the supplier before or upon delivery.

Comply: **Yes:**___ **or** **No:**___

- 4.3 Cooling water: ~20°C; the diameter of the pipe and the required flow rate must be communicated by the supplier before or upon delivery.

Comply: **Yes:**___ **or** **No:**___

- 4.4 A set of tools specific to the equipment must be provided

Comply: **Yes:**___ **or** **No:**___

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pv94031026-133713

Buyer ID - Id de l'acheteur

pv940

CCC No./N° CCC - FMS No/ N° VME

ANNEX B

**COMPLETE LIST OF AFFILIATES
(As per Standard Instructions, Clauses and Conditions Part 2)**

Name

Position

