

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 GENERATOR SYS. & ASSOC. EQUIP. R&O	
Solicitation No. - N° de l'invitation W8486-148889/A	Date 2013-12-12
Client Reference No. - N° de référence du client W8486-148889	
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-461-64145	
File No. - N° de dossier hn461.W8486-148889	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-01-23	
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: Picco, Patti	Buyer Id - Id de l'acheteur hn461
Telephone No. - N° de téléphone (819) 956-7390 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

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

Issuing Office - Bureau de distribution
Electrical & Electronics Products Division
11 Laurier St./11, rue Laurier
7B3, Place du Portage, Phase III
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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Introduction
2. Summary
3. Debriefings

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
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

PART 5 - CERTIFICATIONS

1. Mandatory Certifications Required Precedent to Contract Award

PART 6 - RESULTING CONTRACT CLAUSES

1. Statement of Work
2. Standard Clauses and Conditions
3. Security Requirement
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
8. Certifications
9. Applicable Laws
10. Priority of Documents
11. Defence Contract
12. Quality Control
13. Release Documents
14. Foreign Nationals
15. Insurance
16. Reports

List of Electronic Attachments

Solicitation No. - N° de l'invitation

W8486-148889/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hn461W8486-148889

Buyer ID - Id de l'acheteur

hn461

CCC No./N° CCC - FMS No/ N° VME

W8486-148889

Attachment 001	Repair and Overhaul 2.0 - 60 KW Generators, Distribution Boxes and Load Banks
Attachment 002	Technical Bid Evaluation - Mandatory and Point Rated Financial Evaluation Criteria - Evaluated Aggregate Price Calculation Grid
Annex A	Technical Statement of Work for Repair and Overhaul of 2.0 - 60KW Generators, Distribution Boxes and Load Bank Appendix I: SOW for CARC System Appendix 2: Mercury Management Plan for R&O
Annex B	Logistics Statement of Work for Repair and Overhaul of 2-60kW Generators, Distribution Boxes and Load Bank Appendix I & II : Contractor-Held Inventory Reporting Requirements & Templates
Annex C	Basis of Payment - Pricing Schedule
Annex D	Quarterly Usage Report - Template
Annex E	DND 626, Task Authorization Form

PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;and
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Technical and Logistics Statement of Work, The Pricing Schedule, DND 626 Task Authorization Form and any other annexes.

2. Summary

The Department of National Defence has a requirement, on an "as-and-when required basis", for the Repair and Overhaul of 2-60KW Generators, Distribution Boxes and Load Banks. The as-and-when required goods/services are either exercised under the R&O contract for associated tasks or authorized through task authorization for other support services.

The contract will be for a two (2) year period with the irrevocable right to exercise up to three (3) additional one-year periods.

No security requirement is associated with this requirement. For additional information, consult Part 6 - Resulting Contract Clauses.

This requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

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: one hundred and twenty (120) days

1.1 SACC Manual Clauses

SACC Reference	Section	Date
A9033T	Financial Capability	2012-07-16
A9130T	Controlled Goods Program	2011-05-16
B1000T	Condition of Material	2007-11-30

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 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

Solicitation No. - N° de l'invitation

W8486-148889/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hn461W8486-148889

Buyer ID - Id de l'acheteur

hn461

CCC No./N° CCC - FMS No/ N° VME

W8486-148889

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 (3 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)

(<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 demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with Annex C - Basis of Payment. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is extra and shown separately, as applicable.

1.1 Pricing Basis

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W8486-148889/A

hn461

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W8486-148889

hn461W8486-148889

The bidder must quote all-inclusive firm mark-up percentages and firm fixed hourly rates in Canadian dollars, for every year and option year. The hourly rates are all inclusive of, but not limited to, direct and indirect costs, overhead rates, general and administrative (G&A) expenses and profit. The mark-up percentages on the laid down cost of material and subcontracting are all inclusive of, but not limited to, applicable purchasing expense, internal handling, G&A expenses and profit. The Goods and Services Tax (GST) and the Harmonized Sales Tax (HST) are extra, as applicable.

The bidder must provide all inclusive daily storage rates (ft²), unit prices for parts, spares and material in Canadian dollar and include all environmental charges, transportation charges to Contractor's facility and all customs duty and excise tax in Annex C - Basis of Payment, where applicable.

1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), 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 specified below.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation. This solicitation also requires the compliance and completion of requirements attached as an annex and forming part of this document.

1.1 Technical Evaluation

Mandatory and point-rated technical criteria are fully developed in **Attachment 001 - Repair and Overhaul 2.0 - 60 KW Generators, Distribution Boxes and Load Banks Bid Evaluation**

1.1.1. Mandatory Technical Criteria

The following **mandatory** technical criteria must be met:

- A) Comply with Annex A and Annex B;
- B) Submit a Quality Assurance Plan; and
- C) Refer to Attachment 001 and Attachment 002

Bids not meeting all the mandatory requirements will be given no further consideration.

1.1.2 Point Rated Technical Criteria

For each criterion, the bidder must substantiate compliance by providing a detailed response with cross-references to the specific area(s) within the bid. Unsubstantiated criteria will be allocated zero (0) points.

Item	Criteria	Max Points
1	Contractor Qualification Requirement	30
2	Organizational Responsibilities	10
3	Cost and Control Management	10
4	Logistical Procedures	20
5	Sub-contracting	20
6	Risk Management Plan	10
7	Technical Data Management	10
8	Engineering Personnel	10
9	Configuration Management	10
10	Facility	25
11	Capability	20
	Total	175

1.2 Financial Evaluation

1.2.1 Mandatory Financial Criteria

Bidders must submit their financial bid in accordance with Annex C . The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is extra and shown separately, as applicable.

The bidder must quote all-inclusive firm mark-up percentages and firm fixed hourly rates in Canadian dollars, for every year and option year.

The bidder must provide all inclusive unit prices for parts, spares and material in Canadian dollar and include all environmental charges, transportation charges to Contractor's facility and all customs duty and excise tax in Annex C, where applicable.

The Evaluated Price will be determined as detailed in Attachment 002 - Financial Evaluation Criteria - Evaluated Aggregate Price Calculation Grid

2. Basis of Selection

To be declared responsive, a bid must:

- (i) comply with all requirements of the bid solicitation; and
- (ii) meet all mandatory technical evaluation criteria; and
- (iii) obtain the required minimum 131 points of the 175 points available for the technical evaluation criteria which are subject to point rating.

Bids not meeting (i) or (ii) or (iii) will be declared non-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.

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 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) 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.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex [Federal Contractors Program for Employment Equity - Certification](#), before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex [Federal Contractors Program for Employment Equity - Certification](#), for each member of the Joint Venture.

2.2 Certification and Experience

Solicitation No. - N° de l'invitation

W8486-148889/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hn461W8486-148889

Buyer ID - Id de l'acheteur

hn461

CCC No./N° CCC - FMS No/ N° VME

W8486-148889

The Bidder certifies that all the information provided in the resumes and supporting material submitted with its bid, particularly the information pertaining to certification, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

Signature

Date

2.3 Logistical Procedures Certification

The Bidder certifies that the company has the ability to meet and perform in accordance with A-LM-184-001/SJ-001.

Signature

Date

PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

1. Statement of Work

The contractor will be required to provide the goods and services in accordance with the technical requirements stated herein at annexes A and B.

The contractor is to provide Repair and Overhaul (R&O) services to be performed on 2.0 to 60 KW generators, Power Distribution Systems, distribution boxes and load banks. The as-and-when required work is to be performed and completed in accordance with the Annexes and Appendices herein and at either Canadian Forces (CF) locations in Canada, or at Contractor's facilities, or at any DND deployed locations.

The as-and-when required goods/services are either exercised under the R&O contract for associated tasks (i.e. Handling, repairing, overhauling, modifications, upgrades, equipment configuration management, technical data management, integrated logistics upgrades, equipment configuration management, technical data management, integrated logistics support and maintenance support) or authorized through task authorization for other support services (Special Investigation and Technical Studies (SITS), Technical Investigation and Engineering Services (TIES), Field Service Representation (FSRs), storage and parts provisioning). As the work provided is on an as-and-when required basis, the contract does not include a minimum work guarantee.

1.1 Task Authorization

A portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (DND 626). The Work described in the DND 626 must be in accordance with the scope of the Contract.

1.1.1 Task Authorization Process

1. The Procurement Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form specified in Annex E.
2. The Task Authorization (DND 626) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The DND 626 will also include the applicable basis and methods of payment as specified in the Contract.
3. The Contractor must provide the Procurement Authority, within 10 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a DND 626 authorized by the Procurement Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a DND 626 has been received will be done at the Contractor's own risk.

1.1.2 Task Authorization Limit

The Procurement Authority may authorize individual task authorizations up to a limit of \$100,000.00, Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Procurement Authority and Contracting Authority before issuance.

1.1.3 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the work under the contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

1.1.4 Periodic Usage Reports - Contracts with Task Authorizations

The contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed in Annex D. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly reports are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31;
- 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than twenty (20) calendar days after the end of the reporting period.

Reporting Requirement - Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

For each authorized task:

- (i) the authorized task number or task revision number(s);
- (ii) a title or a brief description of each authorized task;
- (iii) the total estimated cost specified in the authorized Task Authorization of each task, GST or HST extra;
- (iv) the total amount, GST or HST extra, expended to date against each authorized task;
- (v) as applicable, when a task is completed, the committed amount should be reduced to reflect the actual expenditure and the change should be reflected in the record of Task Authorizations;
- (vi) the start and completion date for each authorized task; and
- (vii) the active status of each authorized task, as applicable.

For all authorized tasks:

- (i) the amount (GST or HST extra) specified in the contract, as Canada's total liability to the contractor for all authorized Task Authorizations; and

(ii) the total amount, GST or HST extra, expended to date against all authorized Task Authorizations.

1.1.5 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by DLP 3-4-6. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

2. 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.

2.1 General Conditions

2030 (2013-06-27) General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

2035 (2013-06-27), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

2.2 SACC Manual Clauses

SACC Reference	Section	Date
A9131C	Controlled Goods Program	2011-05-16
B4060C	Controlled Goods	2011-05-16
B1501C	Electrical Equipment	2006-06-16
C2800C	Priority Rating	2013-01-28
C2801C	Priority Rating - Canadian Contractors	2011-05-16
L5001C	Surplus Government Property	2008-05-12

3. Security Requirement

There is no security requirement applicable to this Contract.

Contractor Personnel requiring casual access to DND establishments do not require a security clearance but must be escorted at all times. Visitors' names, date and place of birth, National Clearance (if available) and proposed date of visits are to be arranged with the Technical Authority (Annex A - 6.2 Access to facilities).

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is 24 months from date of Contract award.

4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three (3) additional one (1) year periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Annex C - Basis of Payment.

Canada may exercise these options at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Patti Hallman
Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate - HN Division
11 rue Laurier
Gatineau, QC K1A 0S5

Telephone: 819-956-7390
Facsimile: 819-953-4944
E-mail address: patti.hallman@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 Procurement Authority

The Procurement Authority for the Contract is:

Name: will be inserted at contract
Title: will be inserted at contract
Telephone No. will be inserted at contract
Facsimile No. will be inserted at contract
E-mail address: will be inserted at contract

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Technical Authority

The Technical Authority for the Contract is:

Name: will be inserted at contract
 Title: will be inserted at contract
 Telephone No. will be inserted at contract
 Facsimile No. will be inserted at contract
 E-mail address: will be inserted at contract

The Technical Authority is representatives 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.

5.4 Contractor's Representative

Name and telephone number of the person responsible for:

General Inquiries:

Name: will be inserted at contract
 Title: will be inserted at contract
 Telephone No. will be inserted at contract
 Facsimile No. will be inserted at contract
 E-mail address: will be inserted at contract

Other:

Name: will be inserted at contract
 Title: will be inserted at contract
 Telephone No. will be inserted at contract
 Facsimile No. will be inserted at contract
 E-mail address: will be inserted at contract

Quality Control Representative:

Name: will be inserted at contract
 Title: will be inserted at contract
 Telephone No. will be inserted at contract
 Facsimile No. will be inserted at contract
 E-mail address: will be inserted at contract

6. Payment

6.1 Basis of Payment

The Contractor will be paid all-inclusive firm mark-up percentage and firm hourly rates as specified in the contract (Annex C), in Canadian funds, for work performed in accordance with the Contract.

Unit prices for parts, spares and material must be priced in Canadian dollars and include environmental charges, transportation charges to Contractor's facility and all customs duties and excise tax. However,

these charges **need to be shown separately on invoices**. The Goods and Services Tax (GST) and the Harmonized Sales Tax (HST) are extra, as applicable.

Travel and Living Expenses

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the Treasury Board Travel Directive (http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/tbm_113/menu-travel-voyage-eng.asp), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

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

6.2 Limitation of Price

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.

6.2.1 Limitation of expenditure – Task Authorization

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization, as determined in accordance with the Basis of Payment detailed above, to the limitation of expenditure specified in the authorized Task Authorization.

Canada's liability to the Contractor under the authorized Task Authorization must not exceed the limitation of expenditure specified in the authorized Task Authorization. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

No increase in the liability of Canada or in the price of the Work specified in the authorized Task Authorization 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

6.3 SACC Manual Clauses

SACC Reference	Section	Date
C2610C	Customs Duties – DND – Importer	30/11/07
H1001C	Multiple Payments	12/05/08

6.4 T1204 Information Reporting by Contractor

1. Pursuant to paragraph 221 (1)(d) of the Income Tax Act, R.S. 1985, c.1 (5th Supp.), payments made by departments and agencies to contractors under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payments slip.

2. To enable departments and agencies to comply with this requirement, the Contractor must provide the following information within thirty (30) calendar days following contract award:
 - a) the legal name of the Contractor, i.e. the legal name associated with its business number or Social Insurance Number (SIN), as well as its address and postal code;
 - b) the status of the Contractor, i.e. an individual, a sole proprietorship, a corporation, or a partnership;
 - c) the business number of the Contractor if the Contractor is a corporation or a partnership and the SIN if the Contractor is an individual or a sole proprietorship. In the case of a partnership, if the partnership does not have a business number, the partner who has signed the Contract must provide its SIN;
 - d) in the case of a joint venture, the business number of all parties to the joint venture who have a business number or their SIN if they do not have a business number.
3. The information must be sent to the person and address specified below. If the information includes a SIN, the information should be provided in an envelope marked "PROTECTED".

Name of person: (inserted at contract award)
 Address: (inserted at contract award)

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 has been completed and that all maintenance service call reports related to the Work identified in the invoice have been received by the Project Authority.

Each invoice must be supported by:

- a) a copy of time sheets to support the time claimed;
- b) a copy of the release document and any other documents as specified in the Contract;
- c) a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses.

2. The Contractor must distribute the invoices as follows:

The original and one (1) copy must be forwarded to the following for certification and payment:

National Defence Headquarters
 101 Colonel By Drive
 Ottawa, On
 K1A 0K2
 Attention: DLP 3-4-6

8. Certifications

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the entire contract period. If the Contractor does not comply with

any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

9. Applicable Laws

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

10. Priority of Documents

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

- a) the Articles of Agreement;
- b) the General Conditions 2035, Services (2011-05-16);
- c) the General Conditions 2030, High Complexity – Goods (2011-05-16), Section 08, 17 and 22;
- d) Annex A, Technical Statement of Work (SOW) for Repair and Overhaul of Deployable Heavy Power Generation Systems;
- e) Annex B, Logistics Statement of Work for Free-Flow (Components) for Repair and Overhaul;
- f) Annex C, Basis of Payment;
- g) the signed Task Authorizations (DND 626), including all of its annexes;
- h) the Contractor's bid dated _____, as clarified/amended on _____.

11. Defence Contract

SACC *Manual* clause A9006C (2012-07-16) Defence Contract

12. Quality Control

12.1 SACC Manual Clauses

SACC Reference	Section	Date
D5540C	ISO 9001:2008 Quality Management Systems - Requirements (QAC Q)	16/08/10

12.2 Quality Assurance Authority (DND)

All work is subject to Government Quality Assurance performed at the Contractor's or subcontractor's facility, and at the installation site, by the Director of Quality Assurance, or its designated Quality Assurance Representative (QAR).

Director General Material Systems and Supply Chain - DGMSSC
 Director of Quality Assurance
 National Defence Headquarters
 Major-General George R. Pearkes Building
 101 Colonel By Drive
 Ottawa (ON) K1A 0K2
 Attn: DQA 4-3

Tel: (819) 994-9164

Fax: (819) 994-1652

E-mail: ContractAdmin.DQA@forces.gc.ca

The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the material or services provided conform to the requirements of the Contract.

The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.

Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for three (3) years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

For Canadian-based Contractor

Within forty-eight (48) hours of contract award, the Contractor must contact the QAR. The name, location and phone number of the QAR can be obtained from the nearest National Defence Quality Assurance Region (NDQAR) listed below:

Atlantic - Halifax	902-427-7150
Quebec - Montreal	514-732-4410
National Capital Region - Ottawa	819-994-9165
Ontario - Toronto	416-952-2077
Ontario - Hamilton	416-952-2078
Ontario - London	519-452-5757
Manitoba/Saskatchewan - Winnipeg	204-833-2500, ext. 6574
Vancouver - Victoria	604-666-4136

For Foreign-based and United States Contractor

If the Contractor has not been contacted by the QAR performing GQA in the Contractor's facility or area within forty-five (45) working days of award of the Contract, the Contractor must notify the Contracting Authority.

Where no official arrangements for mutual GQA have been concluded, the Department of National Defence will arrange for the GQA services to be conducted by a National Quality Assurance Authority acceptable to the Director of Quality Assurance. If the GQA services must be provided on a cost-recovery basis, the costs for the services must be accrued against the Contract and be discharged through separate invoicing.

13. Release Documents – SACC Manual Clauses

SACC Reference	Section	Date
D5604C	Release Documents (DND) - Foreign-based Contractor	12/12/08
D5605C	Release Documents (DND) - United States-based Contractor	11/01/10
D5606C	Release Documents (DND) - Canadian-based Contractor	30/11/07

13.1 Release Documents – Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- a) Copy 1: mail to consignee marked: "Attention: Receipts Officer";
- b) Copies 2 and 3: with shipment (in a waterproof envelope) to the consignee;
- c) Copy 4: to the Contracting Authority;
- d) Copy 5: to
 - National Defence Headquarters
 - Mgen George R. Pearkes Building
 - 101 Colonel By Drive
 - Ottawa, ON K1A OK2
 - Attention: DLP 3-4-6
- e) Copy 6: to the Quality Assurance Representative;
- f) Copy 7: to the Contractor;
- g) Copy 8: all non-Canadian contractors to:

DQA/Contract Administration
 National Defence Headquarters
 Mgen George R. Pearkes Building
 101 Colonel By Drive
 Ottawa, ON K1A OK2

E-mail: ContractAdmin.DQA@forces.gc.ca

14. Delivery

SACC Reference	Section	Date
C2608C	Canadian Customs Documentation	16/08/10
C2610C	Customs Duties - DND - Importer	30/11/07
D2000C	Marking	30/11/07
D2001C	Labelling	30/11/07
D2025C	Wood Packaging Materials	12/12/08
A9019C	Hazardous Waste Disposal	16/05/11
B1505C	Shipment of Hazardous Materials	16/06/06
D3015C	Dangerous Goods / Hazardous Products	30/11/07
D9002C	Incomplete Assemblies	30/11/07

14.1 Shipping Instructions (DND) - Canadian-based Contractor

1. Delivery will be FCA Free Carrier at origin (Contractor's facility) Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.

2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

- a) Insert the following for all sole source contracts, **except repair and overhaul**, where the Contractor is located in Canada:

Inbound Logistics Coordination Center (ILCC)

Telephone: 1-877-877-7423 (toll free)

Facsimile: 1-877-877-7409 (toll free)

E-mail: ILHQOttawa@forces.gc.ca

OR

- b) Insert the following for all repair and overhaul contracts where the Contractor is located between Kingston inclusive and westward to the Ontario/Manitoba border:

Inbound Logistics Central Area (ILCA)

Telephone: 1-866-371-5420 (toll free)

Facsimile: 1-866-419-1627 (toll free)

E-mail: ILCA@forces.gc.ca

OR

- c) Insert the following for all repair and overhaul contracts where the Contractor is located in Manitoba, Saskatchewan, Alberta, British Columbia, and the National Capital Region inclusive to east of Kingston:

Inbound Logistics Coordination Center (ILCC)

Telephone: 1-877-877-7423 (toll free)

Facsimile: 1-877-877-7409 (toll free)

E-mail: ILHQOttawa@forces.gc.ca

OR

- d) Insert the following for all repair and overhaul contracts where the Contractor is located in Quebec:

Inbound Logistics Quebec Area (ILQA)

Telephone: 1-866-935-8673 (toll free), or 1-514-252-2777, ext. 2323, 2852 or 4673

Facsimile: 1-866-939-8673 (toll free), or 1-514-252-2911

E-mail: 25DAFCTrafficQM@forces.gc.ca

OR

- e) Insert the following for all repair and overhaul contracts where the Contractor is located in Atlantic (New Brunswick, Prince Edward Island, Nova Scotia, Newfoundland and Labrador):

Inbound Logistics Atlantic Area (ILAA)

Telephone: 1-866-242-1755 (toll free), or 1-902-720-1248

Facsimile: 1-866-242-1767 (toll free), or 1-902-720-2200

E-mail: w12flogILAA@forces.gc.ca

3. The Contractor must provide the following information to the DND Inbound Logistics Coordination Center when arranging for shipment:

- a) the Contract number;
- b) consignee address (for multiple addresses, items must be packaged and labeled separately with each consignee address);
- c) description of each item;
- d) the number of pieces and type of packaging (i.e., carton, crate, drum, skid);

- e) actual weight and dimensions of each piece type, including gross weight;
- f) full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, the International Air Transport Association regulations or the applicable Canadian Dangerous Goods Shipping Regulations, and a copy of the materiel safety data sheet.

4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labeling, and the marking of each piece with a Transportation Control Number.

5. The Contractor must not ship the goods before receiving shipping instructions from the DND Inbound Logistics contact.

6. If the Contractor delivers the goods at a place and time which are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.

7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.

14.2 Shipping Instructions (DND) - Foreign-based Contractors

1. Delivery will be FCA Free Carrier at origin (Contractor's facility) Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.

2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

- a) Insert the following when the Contractor is located in the United States (U.S.):

Inbound Logistics Coordination Center (ILCC):

Telephone: 1-877-447-7701 (toll free)

Facsimile: 1-877-877-7409 (toll free)

E-mail: ILHQOttawa@forces.gc.ca

OR

- b) Insert the following when the Contractor is located in United Kingdom (UK) and Ireland:

Inbound Logistics United Kingdom (ILUK):

Telephone: 011-44-1895-613023, or 011-44-1895-613024, or

Facsimile: 011-44-1895-613047

E-mail: CFSUEDetUKMovements@forces.gc.ca

In addition, the Contractor must send to ILUK the completed form "Shipping Advice and Export Certificate" by e-mail to: CFSUEDetUKMovements@forces.gc.ca.

The shipment of any items above the value of 600 GBP (pound sterling) being exported from the United Kingdom and Ireland will be cleared by DND using Her Majesty's Customs & Excise

(HMCE) New Export Systems (NES). The Contractor must comply with HMCE requirements by registering with HMCE or by having a freight forwarder complete the entry. A printed copy of the NES entry Export Declaration clearly displaying the Declaration Unique Consignment Reference Number must be provided by the Contractor and attached to the consignment. The Contractor must ensure that this procedure is carried out for all stores whether they be initial purchase or repair and overhaul export items. HMCE will authorize Canadian Forces Support Unit (Europe) to ship the goods only if the procedure has been adhered to completely and properly by the Contractor.

OR

- c) Insert the following when the Contractor is located in a country other than Canada, The U.S., the UK and Ireland:

Inbound Logistics Europe Area (ILEA):

Telephone: +49-(0)-2451-717199 or 717200

Facsimile: +49-(0)-2451-717189

Email: ILEA@forces.gc.ca

OR

- d) Insert the following for U.S. Foreign Military Sales (FMS):

Inbound Logistics Coordination Center (ILCC):

Telephone: 1-877-447-7701 (toll free)

Facsimile: 1-877-877-7409 (toll free)

Email: ILHQOttawa@forces.gc.ca

Canada is responsible for the carrier selection for shipments of the goods supplied under this FMS contract. Instructions on how to obtain carrier selection from Canada are contained in U.S. Department of Defense 4000.25-8-M, Military Assistance Program Address Directory, and Canadian Special Instructions Indicator (SII). The Contractor must not ship the goods until the SII has been complied with.

The following paragraphs 3 through 7 apply to all options above, except (d) - U.S. FMS.

3. The Contractor must provide the following information to the DND Inbound Logistics contact when arranging for shipment:

- a) the Contract number;
- b) consignee address (if multiple addresses, items must be packaged and labeled separately with each consignee address);
- c) description of each item;
- d) the number of pieces and type of packaging (e.g. carton, crate, drum, skid);
- e) actual weight and dimensions of each piece type, including gross weight;
- f) copy of the commercial invoice (in accordance with clause C2608C, section 4, of the Standard Acquisition Clauses and Conditions Manual) or a copy of the Canada Border Services Agency form C11, Canada Customs Invoice;
- g) Schedule B codes (for exports) and the Harmonized Tariff Schedule codes (for imports);

-
- h) North American Free Trade Agreement Certificate of Origin (in accordance with clause C2608C, section 2) for the U.S. and Mexico only;
- i) full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, or International Air Transport Association regulations or the applicable Canadian Dangerous Goods Shipping Regulations and a copy of the material safety data sheet.

4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, the marking of each piece with a Transportation Control Number and customs documentation.

5. The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.

6. If the Contractor delivers the goods at a place and time that are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.

7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.

15. Foreign Nationals

SACC Manual clause A2000C (16/06/06) Foreign Nationals (Canadian Contractor)

SACC Manual clause A2001C (16/06/06) Foreign Nationals (Foreign Contractor)

16. Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

17. Reports

The contractor must submit all reports as detailed in Annex A and Annex B as required.

Solicitation No. - N° de l'invitation

W8486-148889/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hn461W8486-148889

Buyer ID - Id de l'acheteur

hn461

CCC No./N° CCC - FMS No/ N° VME

W8486-148889

ATTACHMENT 001

TECHNICAL BID EVALUATION - MANDATORY AND POINT RATED

REPAIR AND OVERHAUL 2.0-60KW GENERATORS, DISTRIBUTION BOXES AND LOAD BANKS

ELECTRONIC ATTACHMENT 001

Solicitation No. - N° de l'invitation

W8486-148889/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hn461W8486-148889

Buyer ID - Id de l'acheteur

hn461

CCC No./N° CCC - FMS No/ N° VME

W8486-148889

ATTACHMENT 002

FINANCIAL EVALUATION CRITERIA

EVALUATED AGGREGATE PRICE CALCULATION GRID

ELECTRONIC ATTACHMENT 002

Solicitation No. - N° de l'invitation

W8486-148889/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hn461W8486-148889

Buyer ID - Id de l'acheteur

hn461

CCC No./N° CCC - FMS No/ N° VME

W8486-148889

ANNEX A

TECHNICAL STATEMENT OF WORK FOR REPAIR AND OVERHAUL OF 2.0 - 60KW GENERATORS, DISTRIBUTION BOXES AND LOAD BANK

ANNEX B

LOGISTICS STATEMENT OF WORK FOR REPAIR AND OVERHAUL OF 2-60KW GENERATORS, DISTRIBUTION BOXES AND LOAD BANK

SEE ELECTRONIC ATTACHMENT 003

Solicitation No. - N° de l'invitation

W8486-148889/A

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

W8486-148889

Amd. No. - N° de la modif.

File No. - N° du dossier

hn461W8486-148889

Buyer ID - Id de l'acheteur

hn461

CCC No./N° CCC - FMS No/ N° VME

ANNEX C

BASIS OF PAYMENT

PRICING SCHEDULE

ELECTRONIC ATTACHMENT 004

Solicitation No. - N° de l'invitation

W8486-148889/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hn461W8486-148889

Buyer ID - Id de l'acheteur

hn461

CCC No./N° CCC - FMS No/ N° VME

W8486-148889

ANNEX D

QUARTERLY USAGE REPORT - TEMPLATE

An excel format template will be provided to the Contractor for use in submitting electronically the standing offer quarterly usage report. The quarterly reporting requirements include the following details:

Contract number
Task authorization number (if applicable)
Reporting Period
Report Total \$
Cumulative total for Contract
Identified User and contact information
Quantity
Unit Price
Total Value
Order Date
Date of Invoice
Delivery Date

Solicitation No. - N° de l'invitation

W8486-148889/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hn461W8486-148889

Buyer ID - Id de l'acheteur

hn461

CCC No./N° CCC - FMS No/ N° VME

W8486-148889

ANNEX E

DND 626 TASK AUTHORIZATION FORM

(Choose and insert if applicable)

ATTACHMENT 001

MANDATORY AND POINT RATED TECHNICAL EVALUATION

REPAIR AND OVERHAUL

2.0-60 KW GENERATORS, DISTRIBUTION BOXES AND LOAD BANKS

1 MANDATORY REQUIREMENTS OF THE SOW

Mandatory requirements are evaluated on simple pass/fail basis. The treatment of mandatory requirements is stringent. The Bidder’s proposal shall address the mandatory requirements specified within each of the following sections of the Statement of Work (SOW) on R&O of 2.0-60 kW generators, distribution boxes and load banks. **Proposals not meeting all the mandatory requirements will be given no further consideration.**

1.1 Compliance to Statement of Work, Annex “A” and Logistic Statement of Work, Annex “B”.

Check-off Tables have been provided for each Annex detailed above.

1.	The Bidder is required to check-off each box indicating the company shall comply with all elements of the SOWs in any resulting contract.	M
----	--	----------

1.1.1 Mandatory Requirements of the SOW, Annex “A”.

Mandatory Requirements	Check- Off
We hereby certify that we shall comply with all of the elements of the SOW, Annex “A”, Statement of Work for the Repair and Overhaul (R&O) of 2.0-60KW Generators, Distribution Boxes and Load Banks.	

1.1.2 Mandatory requirements of the Logistics SOW, Annex “B”.

Mandatory Requirements	Check- Off
We hereby certify that we shall comply with all of the elements of the Logistics SOW, Annex “B, Logistics Statement of Work for Free Flow (Components).	

1.2 Company Profile

Outline the company’s history and provide details of experience and expertise as they relate to the work that will be performed under any resulting contract for the Repair and Overhaul of 2.0-60 kW Generators and associated equipment or Repair and Overhaul (R&O) contracts.

1.	The company and facilities at which the work will be performed shall have directly related experience including contracts for work on 2.0-60kW Generators, Distribution Boxes and Load Banks, and associated equipment or Repair and Overhaul (R&O) contracts with military projects. The narrative provided shall include details to establish capabilities regarding volume, quality and expertise.	M
----	---	---

1.3 Quality Assurance

- a) Provide a Quality Assurance Plan that meets the requirement of the contract.

1.	A copy of a Quality Assurance Plan, with references to Quality Assurance Procedures, which shall show how work, including subcontractors, shall be monitored for adherence to contract quality assurance requirements as detailed in ISO 9001/2008.	M
----	---	---

- b) Provide the job description and major responsibilities of the in-house Quality Assurance/Control representative. Provide an Organizational Chart for the Company that clearly shows the position and reporting structure of the QA representative in your organization.

1.	The job description shall reflect direct responsibility with respect to performing quality assurance work	M
2.	The job description shall reflect an Organization Chart showing the position of the QA representative in your organization	M

- c) Provide adequate in-house office to the DND QAR.

1.	Propose an office type facility that shall satisfy the requirement imposed by a DND QAR to perform his/her duties while at the Bidder's facility.	M
----	---	---

1.4 Hazardous Material

1.	The Bidder shall <u>certify</u> that it will handle, transport, and dispose of all waste and hazardous waste generated as a result of the contract in accordance with current federal and provincial environmental legislation	M
2.	The company shall explain how this is to be monitored and managed.	M

2.5 The following is a list of Mandatory Plans, Certifications and Checklists that the Bidder shall provide as part of the Technical Evaluation. This list may not be all inclusive.

- (i) Initialed Checklists for RFP, Annex "A" and Annex "B".
- (ii) Quality Assurance Plan or copy of ISO 9001/2008 Certification.
- (iii) Hazardous Material Certification.

2.6 Point Rated Criteria

Bid Proposals must achieve a minimum score of 131 of a maximum available score of 175 to be considered compliant. Proposals that fail to score a minimum of 131 points shall be considered non-compliant. The Points rated criteria are listed in the table below, along with their individual points values.

Item	Criteria	Max Points
1	Contractor Qualification Requirement	30
2	Organizational Responsibilities	10
3	Cost and Control Management	10
4	Logistical Procedures	20
5	Sub-contracting	20
6	Risk Management Plan	10
7	Technical Data Management	10
8	Engineering Personnel	10
9	Configuration Management	10
10	Facility	25
11	Capability	20

Maximum Points scored 175

2 SCORING METHODOLOGY FOR RATED CRITERIA

2.1 Contractor Qualification Requirements (Max 30 points)

The Bidder should provide specific qualifications and experience of the personnel expected to perform work under the contract. Information should include the individual's name and any relevant training and expertise in the area required relating to repair and overhaul of 2.0-60 kW Generators, Distribution Boxes and Load Banks, and associated equipment. The response should also include how many in-house personnel will be licensed technicians and OEM certified trade-personnel that could be allocated to perform this contract. Bidders should indicate resources available to produce electronic manuals, technical drawings and other logistic and engineering documentation. Curriculum Vitae (CV) should be included as substantiation for one Professional Engineer, one Shop Foreman, one Technical writer, one Draftsman and one Electrical Power Generation Technician or one Provincially Certified Diesel Mechanic along with one Provincially Certified Electrical Technician.

1.	The engineering staff includes at least one professional engineer registered with a provincial Professional Engineering association. The technical staff includes at least one Electrical Power Generation Technician or a technician in each of the following fields registered with a provincial association: <ul style="list-style-type: none"> ▪ Diesel Mechanical ▪ Electrical 	15
----	---	-----------

2.	<p>The engineering staff includes at least one professional engineer registered with a provincial Professional Engineering association. The technical staff includes at least one Electrical Power Generation Technician or a technician in each of the following fields registered with a provincial association:</p> <ul style="list-style-type: none"> ▪ Diesel Mechanical ▪ Electrical <p>The staff also includes a Shop foreman, with a minimum of 1 years experience managing Government contract.</p>	20
3.	<p>The engineering staff includes at least one professional engineer registered with a provincial Professional Engineering association. The technical staff with a minimum of 2 years experience relating to Military R&O contract. The technical staff includes at least one Electrical Power Generation Technician or a technician in each of the following fields registered with a provincial association:</p> <ul style="list-style-type: none"> ▪ Diesel Mechanical ▪ Electrical <p>The staff also includes a Shop foreman, with a minimum of 2 years experience and at least one year of supervisory experience relating to Military R&O contract</p>	25
4.	<p>The engineering staff includes at least one professional engineer registered with a provincial Professional Engineering association. The technical staff with a minimum of 2 years experience relating to Military R&O contract. The technical staff includes at least one Electrical Power Generation Technician or a technician in each of the following fields registered with a provincial association:</p> <ul style="list-style-type: none"> ▪ Diesel Mechanical ▪ Electrical <p>The staff also includes a Shop foreman, with a minimum of 3 years experience and at least 1 year managing a DND R&O contract and technical writers able to produce electronic manuals, technical drawings and other engineering documentation</p>	30

2.2 Organization Responsibilities (Max 10 points)

The Bidder should provide a list of organizational roles and responsibilities and name a Project Manager as the single point of contact for the project. **A CV for the Bidder's Project Manager should be provided.** This is for experience assessment purposes only.

1.	The Bidder provides the company organizational chart and identifies a Project Manager.	2
2.	The Bidder provides the company organizational chart and identifies a Project Manager with a minimum of two years of experience in R&O contracts.	5
3.	The Bidder provides the company organizational chart and identifies a Project Manager with a minimum of five years of experience in R&O contracts.	7.5

4.	The Bidder provides the company organizational chart and identifies a Project Manager with a minimum of five years of experience in R&O contracts of which three years have been in military R&O projects.	10
----	--	-----------

2.3 Compliance with Special Instructions for Repair and Overhaul Contractors, A-LM-184-001/JS-001 (Max 30 points)

2.3.1 Cost and Control (Max 10 points)

Bidders should indicate how R&O costs and schedules will be controlled and how modifications and additional tasks will be met and managed.

1.	The Bidder provides details of: -the interrelationship between the company cost accounting system and the cost control system.	2.5
2.	The Bidder provides details of: -the interrelationship between the company cost accounting system and the cost control system, and -how cost and schedule control of the contracted tasks will be met and managed.	5
3.	The Bidder provides details of: -the interrelationship between the company cost accounting system; -the cost control system and how cost and schedule control of the contracted tasks will be met and managed, and -the interrelationship between the tasks and various role of personnel involved in the cost control process.	7.5
4.	The Bidder provides details of: -the interrelationship between the company cost accounting system; -the cost control system and how cost and schedule control of the contracted tasks will be met and managed; -the interrelationship between the tasks and various role of personnel involved in the cost control process, and -their capability to collect and segregate actual costs on an ongoing basis.	10

2.3.2 Logistical Procedures (Max 20 Points)

The Bidder should state specifically in a narrative and provide evidence that their company has the ability to meet, or is performing, or has performed all procedures applicable to the contract in accordance with A-LM-184-001/SJ-001.

1.	The Bidder has basic awareness of the logistic issues	5
2.	The Bidder has stated the logistics issues and provided evidence of abilities.	10
3.	The Bidder has stated the logistics issues and cited past experience in implementing DND logistic procedures.	15
4.	The Bidder has stated the logistics issues, has cited past experience in implementing DND logistic procedures and currently has a well-established in-house logistical team implementing the DND procedures.	20

2.4 Sub-contracting (Max 20 Points)

The Bidder should identify potential subcontractors and identify which work should be performed by these subcontractors. The Bidder should provide details on how quotes will be solicited, how subcontractors will be selected and how the quality and delivery schedules of subcontracted work will be monitored to ensure compliance with the terms and conditions of the SOW. The Bidder should outline any previous experience with the proposed subcontractors.

1.	The Bidder identifies its potential subcontractors, but does not demonstrate the company has knowledge of subcontracting processes.	1
2.	The Bidder identifies its potential subcontractors and their roles in fulfilling the requirements of the SOW, and states the issues involved in the subcontracting process.	5
3.	The Bidder identifies its potential subcontractors and their roles in fulfilling the requirements of the SOW, and states the issues involved in the subcontracting process, based on cited past experience in resolving or mitigating the issues involved in the subcontracting process.	10
4.	The Bidder identifies its potential subcontractors and their roles in fulfilling the requirements of the SOW, and states the issues involved in the subcontracting process, based on cited past experience in resolving or mitigating the issues involved in the subcontracting process and there is little or no reliance on subcontractors in the production plan.	20

3.5 Risk Management Plan (Max 10 Points)

The Bidder should provide a risk management plan that addresses the risks inherent in the program, and includes a risk assessment, risk prioritization and risk mitigation strategies. The plan should include how the risks will be managed through the contract and the frequency of updates.

1.	The Bidder has basic knowledge of the risk issues.	2.5
2.	The Bidder understands risks involved in an R&O contract and: -has identified and prioritized the risks.	5
3.	The Bidder understands the risks in an R&O contract, and: -has identified and prioritized the risks, and -has included a risk mitigation plan.	7.5
4.	The Bidder understands the risks in an R&O contract, and: -has identified and prioritized the risks; -has included a risk mitigation plan, and -has provided an example risk mitigation plan currently implemented on another R&O project.	10

3.6 Technical Data Management (Max 10 points)

The Bidder should demonstrate his capability to manage and update technical data for the contract.

1.	The Bidder does not have any in-house technical data capability, or Computer Aided Design (CAD) systems and uses Subcontractors for this requirement.	1
2.	The Bidder has in-house technical data capability and a CAD system.	5
3.	The Bidder has in-house technical data and a CAD system and has at least two years experience in production of technical data for various contracts.	7.5
4.	The Bidder has in-house technical data capability and a CAD system, and has more than 2 years experience in providing technical data for military projects.	10

3.7 Engineering Personnel (Max 15 Points)

The Bidder should demonstrate that they have access to Engineering personnel to support the contract.

1.	The Bidder indicates one Professional Engineer.	2.5
2.	The Bidder indicates at least one Professional Mechanical Engineer and one Professional Electrical Engineer.	5
3.	The Bidder indicates engineering and design staff of more than two and up to five personnel including at least one Professional Mechanical Engineer and one Professional Electrical Engineer.	10
4.	The Bidder indicates engineering and design staff of more than five personnel including at least one Professional Mechanical Engineer and one Professional Electrical Engineer.	15

3.8 Configuration Management (Max 10 Points)

Bidders should provide a Configuration Management (CM) Plan demonstrating how they intend to manage the configuration of diesel generators.

1.	The Bidder has a basic awareness of configuration management requirements.	2.5
2.	The Bidder has a CM plan but the plan provided does not completely address the four fundamental parts of configuration management, which are organization, responsibilities, reports and control	5
3.	The Bidder has a CM plan that addresses the four aspects of configuration management and how it will be handled for the project, including organization, responsibilities, reports and control.	7.5
4.	The Bidder has a CM plan that addresses the four aspects of configuration management and how it will be handled for the project, including organization, responsibilities, reports and control. In addition, the Bidder has at least one year of experience in CM on military diesel generators and associated equipment or military R&O projects.	10

3.9 Facility (Max 25 Points)

This evaluation applies to the overall facility and equipment capacity notwithstanding of location or status (in-house or sub-contracted).

Bidders should identify their owned/leased facilities and location where the work will be performed. Provide description, size and layout of work areas, storage facilities and a list of machinery, repair, tooling and test equipment that will be available for work to be performed at the time of bid closing.

Bidders should provide details confirming the facilities meet regulations governed by all levels of government and environmental requirements imposed by award of a repair & overhaul contract.

1.	<p>The Bidder provides a facility area of 999 sq. ft or less and a minimum list of machinery and equipment capable of performing the following tasks:</p> <ul style="list-style-type: none"> - implementing necessary measurement and tests specified in MIL-STD-705C; - welding for repairing and fabricating with steel - precision metal drilling - providing a storage space for spare parts and a secured compound for storage of skid mounted and trailer mounted generators, and - providing environmental control system (ventilation, exhaust and heating) to comply with the Environmental Health and Safety Act 	10
2.	<p>The Bidder provides a facility area of 1000 to 4999 sq. ft. and has a minimum list of machinery and equipment capable of performing the following tasks:</p> <ul style="list-style-type: none"> - implementing necessary measurement and tests specified in MIL-STD-705C - welding for repairing and fabricating with different metal material - precision metal machining and surface milling - precision metal drilling - providing diagnostic equipment for testing diesel engines - providing a small paint facility for CARC painting - providing a large and dedicated parts storage space and a secured compound for storage of skid mounted and trailer mounted generators, and - providing environmental control system (ventilation, exhaust and heating) to comply with the Environmental Health and Safety Act 	15
3.	<p>The Bidder provides a facility area of 5000 sq. ft. or greater and has a minimum list of machinery and equipment capable of performing the following tasks:</p> <ul style="list-style-type: none"> - implementing necessary measurement and tests specified in MIL-STD-705C - welding for repairing and fabricating with different metal material - precision metal machining, surface milling, and Computer Numerically Controlled (CNC) milling - precision metal drilling - providing diagnostic equipment for testing diesel engines 	20

	<ul style="list-style-type: none"> - providing lift capability (200 Kg min) - providing a large paint facility for CARC painting - providing a large and dedicated parts storage space and a secured compound for storage of skid mounted and trailer mounted generators, and - providing environmental control system (ventilation, exhaust and heating) to comply with the Environmental Health and Safety Act 	
4.	<p>The Bidder provides a facility area of 5000 sq. ft. or greater and has a minimum list of machinery and equipment capable of performing the following tasks:</p> <ul style="list-style-type: none"> - implementing necessary measurement and tests specified in MIL-STD-705C - welding for repairing and fabricating with different metal material - precision metal machining, surface milling, and Computer Numerically Controlled (CNC) milling - precision metal drilling - providing diagnostic equipment for testing diesel engines - providing lift capability (200 Kg min) - providing a large paint facility for CARC painting - providing a large and dedicated parts storage space and a secured compound for storage of skid mounted and trailer mounted generators, and - providing environmental control system (ventilation, exhaust and heating) to comply with the Environmental Health and Safety Act 	25

3.10 Production Capability (Max 20 Points)

The Bidder should provide a written production plan which outlines the startup, production, ordering of parts and corresponding time required for each task from time of contract award. The production plan should demonstrate that the routine 45 calendar day turnaround time (TAT) from the date equipment is received, in-inspected at the Bidder's facility and authorized by the TA.

The Bidder should provide a narrative to indicate how they intend to monitor the R&O process to ensure the routine TAT is met throughout the contract. The Production Plan should show the process of how each operation is to be conducted (Bidders may choose to submit a flow chart in the explanation).

1.	The Bidder provides only a production management plan.	3
2.	<p>The Bidder provides a production management plan and:</p> <ul style="list-style-type: none"> - explanation of the process and how each operation is executed and the respective organizational responsibilities. 	6
3.	<p>The Bidder provides a production management plan and:</p> <ul style="list-style-type: none"> - explanation of the process and how each operation is executed and the respective organizational responsibilities, and - has demonstrated at least 24 months of experience in the last five years in executing a production plan with processes for each 	10

	operation on Military equipment.	
4.	<p>The Bidder provides a production management plan and:</p> <ul style="list-style-type: none"> - explanation of the process and how each operation is executed and the respective organizational responsibilities; - the production plan details procedures for handling urgent requirements including priority repair requests (PRR), and - the Bidder has demonstrated at least 24 months of experience in the last five years in executing a production plan with processes for each operation on Military equipment. 	15
5.	<p>The Bidder provides a production management plan and:</p> <ul style="list-style-type: none"> - explanation of the process and how each operation is executed and the respective organizational responsibilities; - the production plan details procedures for handling urgent requirements including priority repair requests (PRR); - the production plan details of procedures in place for handling workload surges while continuing to meet TAT, and - the Bidder has demonstrated at least 24 months of experience in the last five years in executing a production plan with processes for each operation on Military equipment. 	20

ATTACHMENT 002

FINANCIAL EVALUATION CRITERIA

**EVALUATED AGGREGATE PRICE CALCULATION GRID
(for PWGSC use only)**

Bidder:

Weighted Price

R&O Labour Category	Year 1	Year 2		
	Bidders Labour Rates			
(Sum of yearly labour rates)	R&O Evaluation Price			X 85% = \$
SITS/TIES Labour Category	Bidders Labour Rates			
(Sum of yearly labour rates)	SITS/TIES Evaluation Price			X 3% = \$
FSR/MRP Labour Category	Bidders Labour Rates			
(Sum of yearly labour rates)	FSR Evaluation Price			X 12% = \$

Total Labour Category Weighted Price = \$

Mark-up on Spares & Materials	Bidders Mark-Up			
	Mark-up on Spares and Material Evaluation Price		(Average)	
(Basis for Evaluation = 30% of the Sum of the three (3) labour Categories Weighted Price):				\$
(Average Mark-up rate X Basis for Evaluation)				Spares and Material Evaluation Price => \$
Mark-up on Subcontractors	Bidders Mark-Up			
	Mark-up on Subcontractors Evaluation Price		(Average)	
(Basis for Evaluation = 50% of the Sum of the three (3) labour Categories Weighted Price):				\$
(Average Mark-up rate X Basis for Evaluation)				Subcontractors Evaluation Price => \$

Aggregate Evaluation Price = \$

ANNEX A

STATEMENT OF WORK

for

REPAIR AND OVERHAUL

of

2.0-60 KW GENERATORS, DISTRIBUTION BOXES AND LOAD BANK

TABLE OF CONTENTS

1.0 SCOPE	5
1.1 Purpose.....	5
1.2 Background	8
2.0 APPLICABLE DOCUMENTS.....	8
2.1 Applicability.....	8
2.1.1 Order of Precedence	8
2.1.2 Discrepancies	8
2.2 Publications	9
2.2.1 Government Furnished Publications	9
3.0 REQUIRMENTS	10
3.1 General Requirements.....	10
3.3 Contractor Resources	11
3.3.1 Engineering and Technical Staff.....	11
3.3.2 Test Facilities	11
3.3.3 Publication Resources	11
3.4 Performance and Reliability.....	11
3.5 Maximum Repair Cost (MRC).....	11
3.6 Minimum and Maximum Repair Units.....	12
3.7 Repair/Condemn Decisions.....	13
3.8 Provision of Material.....	14
3.8.1 Government Supplied Material	14
3.8.2 Contractor Supplied Material.....	14
3.8.3 Contractor Furnished Parts.....	14
3.9 Extent of Work.....	15
3.9.1 Mechanical	15
3.9.2 Electrical.....	15
3.9.3 Safety.....	15
3.9.4 Painting.....	15
3.10 Subcontracting of Repair Services	15

3.11	Technical Investigation and Engineering Support(TIES)/Special Investigation and Technical Studies (SITS)/Field Service Representatives (FSRs) and Mobile Repair Parties(MRPs)	15
3.12	Documentation Changes	16
3.13	Unsatisfactory Condition Reports (UCRs).....	16
3.14	Communication and Technical Assistance	16
3.15	Preparation for Delivery.....	17
3.15.1	Preparation and Preservation Instructions.....	17
3.15.2	Packaging	17
3.16	Progress Review Meetings	17
4.0	QUALITY ASSURANCE.....	18
4.1	Quality Assurance Representative	18
4.2	Test and Inspection	18
4.3	CSA Certification.....	18
5.0	ENVIRONMENTAL HEALTH AND SAFETY	18
5.1	Environmental Management System.	18
5.1.1	Applicability.....	18
5.1.2	Compliance with DND Policies	18
5.1.3	Compliance of Documentation.....	19
5.1.4	Compliance with Legislation	19
5.2	Mercury Regulations.....	19
6.0	MANAGEMENT.....	19
6.1	Project Management.....	19
6.1.1	Cost and Schedule Control.....	20
6.2	Access to facilities.....	20
6.2.1	Government Access to Contractors Facilities	20
6.2.2	Contractor Access to Government Facilities.....	20
6.3	Request For Technical information / assistance.....	20
6.4	Security Classification	20
6.5	Meeting	20
7.0	DELIVERABLES	21
7.1	Repaired Material.....	21
7.2	Completion of Work Documentation.....	21

7.2.1	Identification Markings	21
7.3	Reports	21
7.3.1	In-Inspection Report:.....	21
7.3.2	Monthly Progress Report	22
7.3.3	Other Reports	22

LIST OF TABLES

Table 1:	Equipment.....	5
Table 2:	Documents	9
Table 3:	Maximum Repair Cost.....	12
Table 4:	Yearly Forecasted Repair Quantity	13

LIST OF APPENDICES

Appendix 1 SOW for CARC System

Appendix 2 Mercury Management Plan for R&O

1.0 SCOPE

1.1 Purpose

The Department of National Defence (DND) has a requirement for Repair and Overhaul (R&O) services to be performed on 2.0 to 60 KW generators, Power Distribution Systems, distribution boxes and load banks. This equipment is positioned throughout Canada and at operational sites. This Statement of Work (SOW) defines the work effort required to perform R&O functions. The R&O functions include, but are not limited to handling, repairing, overhauling, modifications, upgrades, equipment configuration management, technical data management, integrated logistics support and maintenance support. The equipment included in this SOW is listed in TABLE 1:

Table 1: Equipment

Item	NSN	Equipment Description
1	2320-20-000-1529	Central Power Distribution System – MLVW
2	2330-20-000-1508	Central Power Distribution System – M104 with PMU-200
3	2330-20-000-1510	Central Power Distribution System – M104 without PMU-200
4	2330-20-000-1523	Central Power Distribution System – M104 with security screen
5	2330-20-000-1535	Central Power Distribution System – 850 kg
6	2815-01-350-2205	Engine Diesel 2 Cylinder, 0.9 Litre, DN2M-1
7	2815-01-350-2206	Engine Diesel 4 Cylinder, 1.2 Litre, DN4M
8	2815-01-419-8704	Engine, Generator 2 kW
9	2815-01-462-2289	Engine, Diesel, Model 4045TF151, 4 Cylinder, 4.5 Liter used with 30 kW Generator Set, MEP-805B
10	2815-01-462-3596	Engine, Diesel, Model 6068TF151, 6 Cylinder 6.8 Liter, Used With 60 kW Generator Set, MEP-806B
11	2815-21-896-1686	Diesel Engine KHD Model FIL 511 U/O 3 kW Generator Set
12	2815-21-896-1688	Diesel Engine KHD Model F2L912D U/O 10 kW Generator Set
13	2815-21-913-0965	Engine, Generator Set 5kW Diesel Engine Skid Mounted Model GST5KO
14	6110-20-001-8463	Distribution Box PMUmu-200A-ATS Box 1
15	6110-20-001-8464	Distribution Box, PMU-200A-ATS Box 2

16	6110-20-001-8465	Distribution Box, PMU-200A-ATS Box 3
17	6110-20-001-8466	Distribution Box, CPDS UDB-60A-SP ATS
18	6110-21-908-8306	Distribution Box, 30 kW 100 A, Voltage Supply 120/208 VAC 60 Hz, Part Number PPDU-30-91
19	6110-21-911-4722	Power Distribution System Power Dist Box, 30 kW 100 Amp 120/208 VAC
20	6110-21-911-4723	Power Distribution System Power Dist Box, 30 kW 100 Amp 120/208 VAC
21	6110-21-921-5059	Distribution Box, Secondary Distribution Box (SDB-100), 120/208 VAC 3 Phase, 100 Amps, 60 Hz, Model Number J-5321/PSQ Manufactured By Oerlikon Contraves
22	6110-21-921-5061	Distribution Box, User Distribution Box (UDB-60), 120/208 VAC 3 Phase, 60 Amps, 60 Hz, Model Number J-5322/PSQ Manufactured By Oerlikon Contraves
23	6110-21-921-5063	Central Power Distribution System, Power Dist Box (TDB) 15 Amp 120/208 VAC
24	6110-21-921-6978	Distribution Box, Power Management Unit, Supply Voltage 120/208 VAC, 3 Phase, 60 Hz, 200 Amps, Part Number PMU-200PP/PSQ
25	6115-01-275-5061	10 kW AC TQG, US Version
26	6115-01-392-0296	Trailer, Generator, P/O Power Units, PU-803-30kW And PU-805-60kW
27	6115-01-435-8464	Generator Set, Diesel, 30 kW, 120/208 VAC 60 Hz, Model 30ROZJ and 30REOSJB (Kohler)
28	6115-01-435-8465	Generator Set , Diesel Engine, Skid mounted 60REOZJB
29	6115-01-445-7976	Yanmar Diesel Generator (YDG)
30	6115-01-459-2195	5 kW DC APU (For M577)
31	6115-20-000-8849	Generator Set, Diesel, 60 kW, 120/208 VAC 60 Hz
32	6115-20-000-8850	Generator Set (Power Unit), Diesel Engine, Trailer Mounted, Model PU-803B/G, 30 kW, 50/60 Hz,
33	6115-20-001-4858	Generator Set, Diesel Engine Driven, 2 KW, 240 VAC, 60 HZ

34	6115-20-002-3336	Generator Set, Diesel Engine, 3 kW
35	6115-20-002-3347	Generator Set, Diesel Engine 10kW, 120/240 VAC
36	6115-20-002-3680	Generator Set, Diesel Engine Driven, 2 KW, 28 VDC
37	6115-20-002-3682	Generator Set, Diesel Engine Driven, 2 KW, 120 VAC, 60 HZ
38	6115-21-884-9403	Generator Set Diesel Engine 3 kW Model MG321 (REWORK TO 6115-20-002-3336)
39	6115-21-884-9404	Generator Set Diesel Engine 10 kW Model MG1066 (REWORK TO 6115-20-002-3347)
40	6115-21-892-9888	Generator Set, Diesel Engine, 30kW With S/W939J24 Coolant Heater
41	6115-01-416-6295	Yanmar Diesel Generator (YDG)
42	6115-21-902-6373	Generator Set Diesel 20 kW Model D20-D/S3 120/240 V, 1 Phase, 60 Hz
43	6115-21-902-6374	Generator Set Diesel 20 kW Model D20-D/S4 120/208 V, 3 Phase And 120/240 V 1 Phase, 60 Hz, And 50 Hz 230/400 V
44	6115-21-902-6403	Generator Set Diesel 30 kW Model D30-D/S3 120/240 V, 1 Phase, 60 Hz
45	6115-21-903-5914	Generator Set Diesel 30 kW Model D30-D/S4 120/208 V, 3 Phase And 120/240 V 1 Phase, 60 Hz, And 50 Hz 230/400 V
46	6115-21-903-5930	Generator Set Diesel 30 kW Model B224BF4L912A, Sansom Equipment, 120/208 VAC, 60 Hz
47	6115-21-906-7901	Generator Set, Diesel, 3 kW, 120/240 VAC 60 Hz, 1 Phase, Yanmar Model Number YDG3000E-L
48	6115-21-910-4380	Generator Set Diesel Engine 4.8 kW, 120/240 V 60Hz Model GSD 4K8
49	6115-21-911-4813	Generator Set, Diesel Engine; Trailer Mounted; Kohler Model 30ROZJ; Output: 30kW (120/208 VAC, 3 Phase, 60Hz; Sound Attenuated Enclosure; Mounted On Trailer Cargo 1 1/2 Ton)
50	6115-21-911-4814	Generator Set, Diesel, 60 kW, 120/208 VAC 60 Hz, Model 60ROZJ (Kohler)

51	6115-21-912-0392	Generator Set, Diesel Engine Driven, 2 KW, 28 VDC
52	6115-21-912-0393	Generator Set, Diesel Engine Driven, 2 KW, 120 VAC, 60 HZ
53	6115-21-912-0410	5 Kw AC Dieselized Generator (Upgraded From Gas)
54	6115-21-912-9965	10 Kw AC Tactical Quiet Generator (TQG), Canadian Version
55	6115-21-912-9966	5 Kw AC Tactical Quiet Generator (TQG), Canadian Version
56	6115-21-914-1243	5 Kw AC Dieselized Quiet RRV Generator (Upgraded From Gas)
57	6150-20-005-1565	Load Bank, Electrical, 10 kW 120/240 V and 120/208 V, 1 and 3 Phase, 60 Hz, Model Number SM-10B4, From JP POWER TECHNOLOGY INC
58	6150-21-907-4403	Load Bank, Electrical, 50 kW, 120/240 VAC Or 120/208 VAC, Model Number TLB-HSQ-IS-Z8640 From Thompson Technology Inc

1.2 Background

The CF has in-service approximately 3,100 units of this equipment periodically requiring R&O services to improve their serviceability, reliability, safety and functionality to support deployments. They are located in Canada and deployed on operations in other countries around the world. As a result of increased CF activities, deployable power generators and support equipments are required in an expeditious manner to support CF operations.

2.0 APPLICABLE DOCUMENTS

2.1 Applicability

2.1.1 Order of Precedence

Unless otherwise specified, the issue or the amendment of the documents for this contract shall be those in effect on the date of contract award. The following documents form part of this SOW. In the event of a conflict between the text of this SOW, Annex B and the references stated in Table 2, this SOW shall take precedence.

2.1.2 Discrepancies

The contractor shall notify the Technical Authority (TA) of any discrepancies discovered between the referenced documents, this SOW, and the equipment undergoing repair. If the discrepancies jeopardize the completion of the R&O work, they shall be dealt with on a priority basis. The documents referenced in Table 2 may be provided to the contractor and may be used in their entirety for equipment familiarization information. Repair part numbers contained in the documents may not be current, and it is the contractor's responsibility to verify all parts information.

The documents referenced in para. 2.2 may be provided to the Contractor and may be used in their entirety for equipment familiarization information. Repair part numbers contained in the documents may not be current and it is the Contractor's responsibility to verify all part information, and notify the TA of any discrepancies.

2.2 Publications

2.2.1 Government Furnished Publications

The following documents form part of this SOW to the extent specified herein:

Table 2: Documents

DOCUMENT NUMBER	TITLE	ISSUE
A-LM-184-001/JS-001	Special Instructions for Repair and Overhaul Contractors	Latest Issue
C-93-416-000/MS-001	COMPREHENSIVE MAINTENANCE AND PARTS LIST - GENERATOR SET, SKID MOUNTED, 5KW , DIESEL ENGINE DRIVEN (DED) 60HZ MODEL GSD 5K0	Latest Issue
N/A	Godfrey Aerospace, Operating Instructions Generator Set Diesel Engine 4.8 kW, 120/240 V 60Hz Model GSD 4K8	Latest Issue
N/A	YANMAR, Service Manual, Model L – A Series	Latest Issue
C-36-481-000/MY-000	Parts Identification List Diesel Engine KHD Model F2L912D U/O 10 kW Generator Set	Latest Issue
C-93-356-002/MX-001	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE, 20 kW GENERATOR, 1 PHASE, 6115-21-902- 6373	Latest Issue
1H - 059 2nd Edition	FRAMES 1,2&3, Series 4 A.V.R. Controlled Operation & Maintenance Manual - Machine Designations - PC164, SC and MSC 144, 244, 344	Latest Issue
N/A	Deutz F3-6 L912/W Diesel Engine, Spare Parts Catalogue 297 3987	Latest Issue
N/A	Deutz F3-6 L912/W Diesel Engine, Operator's Manual 297 3935 D/E	Latest Issue
N/A	Peel Engines Inc., 20 kW Diesel Generator Set Operations Manual Genset Models D20-D/SO3	Latest Issue

	and D20-D/SO4	
N/A	Peel Engines Inc., 30 kW Diesel Generator Set , Genset Models D30-D/SO3 and D30-D/SO4, Operations Manual	Latest Issue
TP-5750	Operation Manual - Kohler Power Systems, Industrial Power Generator Sets Models 20-2000 kW	Latest Issue
TP-5408	Parts Catalogue - Kohler Power Systems, Standby Generator Sets, Models 20-180ROZJ	Latest Issue
TP-5707	Parts Catalogue - Kohler Power Systems, Standby Generator Sets, Models 20-180ROZJ	Latest Issue
TP-5718	Wiring Diagrams - Kohler Power Systems, Standby Generator Sets, Models 20-180ROZJ	Latest Issue
N/A	Operator's Manual, John Deere, OEM Diesel Engines, 3029, 4039, 4045, 6059 and 6068	Latest Issue
C-93-449-000/MS-001	Comprehensive Maintenance Manual, Central Power Distribution System (CPDS)	Latest Issue
10 KW Load Bank Operators Manual Model: SM-10B4	Data Summary, Test Set, Load Bank, Electrical Power 10 kW; J.P. Power Technology Inc. , Model: SM-10B4	Latest Issue
C-67-BP5-000/MS-001	Operation Manual Load Bank Model TLBH50-IS-Z, 50 kW	Latest Issue
C-93-410-000/MS-001	COMPREHENSIVE MAINTENANCE MANUAL WITH ILLUSTRATED PARTS LIST - GENERATOR SET, DIESEL ENGINE DRIVEN 2 KW, 28 VDC - PART NO. ASB2D/DND6 - NSN 6115-21-912-0392	
C-93-409-000/MS-001	COMPREHENSIVE MAINTENANCE MANUAL WITH ILLUSTRATED PARTS LIST - GENERATOR SET, DIESEL ENGINE DRIVEN 2 KW, 120 VAG, 60 HZ - PART NO. ASB2D/DND7 - NSN 6115-21-912-0393	

3.0 REQUIRMENTS

3.1 General Requirements

The contractor shall perform R&O only on those equipments for which they have authorization to equal or better than original performance parameters. The R&O shall be performed in accordance with this SOW, administrative documents, ALM-184-001/JS-001 R&O Manual, and the Quality Assurance requirements stated herein, such that the CF shall be provided with functional, safe and reliable equipments. Within 30 days after contract award the contractor shall submit Acceptance Test Procedure to be approved by the TA. The contractor shall be responsible for obsolescence management of the equipment. All parts and materials shall be as per original equipment manufacturer (OEM) design. Rebuilt and/or recondition OEM parts are acceptable but they shall be as per OEM standards equipment manufacture. Any changes to the parts, equipment configuration, or design shall be approved by the TA, and executed in accordance with the SOW.

3.2 Contractor Experience

The Contractor shall possess experience in the repair of Generators and power distribution equipment.

3.3 Contractor Resources

3.3.1 Engineering and Technical Staff

In order to provide satisfactorily the services, the contractor shall possess a staffed engineering and technical organization for design and qualification work. The engineering staff shall include at least one professional engineer registered with a provincial engineering association.

3.3.2 Test Facilities

The Contractor shall possess capability to perform qualification and acceptance test procedures in accordance with the applicable test procedures specified in MIL-STD-705C. These tests are required to re-qualify generators after performing repair or upgrade work.

3.3.3 Publication Resources

The Contractor shall have office resources necessary to produce electronic manuals, technical drawings, and other logistics and engineering documentation.

3.4 Performance and Reliability

Equipment repaired or overhauled in accordance with the terms of this contract will be produced to meet the standards of performance and reliability described in applicable engineering orders and test sheets. When such standards are not described or when the standards described are considered by the contractor to be inadequate, the contractor will submit the standards of performance and reliability to which he proposes to repair or overhaul the equipment through the National Defence Quality Assurance Representative (NDQAR) to the TA.

3.5 Maximum Repair Cost (MRC)

The MRC shall not be exceeded without authorization of the Procurement Authority (PA). For MRC increase requests as listed in Table 3, standard SNOM (Selection Notice Observation

Message) procedures as detailed in A-LM-184-001/JS-001 shall apply. The anticipated MRC is shown in Table 3.

Table 3: Maximum Repair Cost

Item	Equipment	MRC	Item	Equipment	MRC
1	2320-20-000-1529	\$15,000	30	6115-01-459-2195	\$8,000
2	2330-20-000-1508	\$15,000	31	6115-20-000-8849	\$20,000
3	2330-20-000-1510	\$15,000	32	6115-20-000-8850	\$20,000
4	2330-20-000-1523	\$15,000	33	6115-20-001-4858	\$3,500
5	2330-20-000-1535	\$15,000	34	6115-20-002-3336	\$4,000
6	2815-01-350-2205	\$3,600	35	6115-20-002-3347	\$5,500
7	2815-01-350-2206	\$5,000	36	6115-20-002-3680	\$3,500
8	2815-01-419-8704	\$1,000	37	6115-20-002-3682	\$3,500
9	2815-01-462-2289	\$7,500	38	6115-21-884-9403 (Rework to 6115-20-002-3336)	\$0
10	2815-01-462-3596	\$5,500	39	6115-21-884-9404 (Rework to 6115-20-002-3347)	\$0
11	2815-21-896-1686	\$2,500	40	6115-21-892-9888	\$2,500
12	2815-21-896-1688	\$5,500	41	6115-01-416-6295	\$2,000
13	2815-21-913-0965	\$750	42	6115-21-902-6373	\$12,000
14	6110-20-001-8463	\$4,000	43	6115-21-902-6374	\$12,000
15	6110-20-001-8464	\$4,000	44	6115-21-902-6403	\$10,000
16	6110-20-001-8465	\$4,000	45	6115-21-903-5914	\$10,000
17	6110-20-001-8466	\$4,000	46	6115-21-903-5930	\$7,000
18	6110-21-908-8306	\$2,500	47	6115-21-906-7901	\$1,500
19	6110-21-911-4722	\$1,500	48	6115-21-910-4380	\$3,000
20	6110-21-911-4723	\$1,000	49	6115-21-911-4813	\$10,000
21	6110-21-921-5059	\$4,000	50	6115-21-911-4814	\$10,000
22	6110-21-921-5061	\$4,000	51	6115-21-912-0392	\$3,500
23	6110-21-921-5063	\$1,000	52	6115-21-912-0393	\$3,500
24	6110-21-921-6978	\$7,500	53	6115-21-912-0410	\$8,000
25	6115-01-275-5061	\$8,000	54	6115-21-912-9965	\$15,000
26	6115-01-392-0296	\$5,500	55	6115-21-912-9966	\$15,000
27	6115-01-435-8464	\$10,000	56	6115-21-914-1243	\$8,000
28	6115-01-435-8465	\$10,000	57	6150-20-005-1565	\$1,500
29	6115-01-445-7976	\$1,000	58	6150-21-907-4403	\$9,000

3.6 Minimum and Maximum Repair Units

The minimum number of equipment listed in TABLE 1 which may be processed through the R&O facility may be zero. The forecast quantity is dependent upon equipment type and the quantity in service. Table 4 defines current forecasts and will be updated annually.

Table 4: Yearly Forecasted Repair Quantity

Item	Equipment	Forecast		Item	Equipment	Forecast	
		Yr 2013	Yr 2014			Yr 2013	Yr 2014
1	2320-20-000-1529	1	0	30	6115-01-459-2195	4	5
2	2330-20-000-1508	0	1	31	6115-20-000-8849	2	1
3	2330-20-000-1510	1	1	32	6115-20-000-8850	5	5
4	2330-20-000-1523	1	1	33	6115-20-001-4858	3	2
5	2330-20-000-1535	0	1	34	6115-20-002-3336	5	5
6	2815-01-350-2205	3	5	35	6115-20-002-3347	5	4
7	2815-01-350-2206	3	5	36	6115-20-002-3680	5	5
8	2815-01-419-8704	1	3	37	6115-20-002-3682	10	5
9	2815-01-462-2289	2	2	38	6115-21-884-9403 (Rework to 6115-20-002-3336)	0	0
10	2815-01-462-3596	1	0	39	6115-21-884-9404 (Rework 6115-20-002-3347)	0	0
11	2815-21-896-1686	2	1	40	6115-21-892-9888	0	1
12	2815-21-896-1688	1	2	41	6115-01-416-6295	1	0
13	2815-21-913-0965	2	1	42	6115-21-902-6373	0	1
14	6110-20-001-8463	2	1	43	6115-21-902-6374	1	2
15	6110-20-001-8464	2	1	44	6115-21-902-6403	1	1
16	6110-20-001-8465	2	1	45	6115-21-903-5914	0	1
17	6110-20-001-8466	2	1	46	6115-21-903-5930	1	0
18	6110-21-908-8306	2	1	47	6115-21-906-7901	0	1
19	6110-21-911-4722	2	1	48	6115-21-910-4380	0	1
20	6110-21-911-4723	2	1	49	6115-21-911-4813	1	0
21	6110-21-921-5059	2	1	50	6115-21-911-4814	1	2
22	6110-21-921-5061	2	1	51	6115-21-912-0392	10	5
23	6110-21-921-5063	2	1	52	6115-21-912-0393	10	10
24	6110-21-921-6978	1	2	53	6115-21-912-0410	4	3
25	6115-01-275-5061	2	2	54	6115-21-912-9965	15	15
26	6115-01-392-0296	0	1	55	6115-21-912-9966	20	30
27	6115-01-435-8464	2	1	56	6115-21-914-1243	5	5
28	6115-01-435-8465	1	1	57	6150-20-005-1565	0	2
29	6115-01-445-7976	1	2	58	6150-21-907-4403	0	1

3.7 Repair/Condemn Decisions

In the event that equipment cannot be repaired within the MRC stated above, the Contractor shall refer relevant data to the Technical Authority (TA) for decision in accordance with the Logistics SOW in Annex B. The TA, or a designated representative, will respond in one of three ways:

- 1) Proceed with the repairs with authorization to exceed the MRC by a stated amount;
- 2) Condemn the equipment and return it to the Canadian Forces Supply System (CFSS);
and
- 3) Condemn the equipment with authorization to remove and reuse (cannibalize) serviceable parts. The Contractor is responsible to report salvaged parts inventory annually as Government Furnished Overhaul Spares (GFOS).

3.8 Provision of Material

3.8.1 Government Supplied Material

The Government does not intend, in most cases, to provide spare parts to the Contractor. At the request of the contractor, the Government will, if available, provide the parts to the contractor. If the Government provides repair parts to the contractor, the value of the parts shall be deducted from the MRC of the equipment for which the parts are intended. The contractor shall provide suitable secure storage facility and insurance to protect all government supplied materials, included but not limited to, equipment, spares, Technical Data Package (TDP), documentation, software, and specialty tools, etc.

3.8.2 Contractor Supplied Material

The Contractor shall be responsible to provide the repair parts required, including the locating of sources for the required parts. The Contractor shall be responsible for the obsolescence management of the parts. In the event that an original part is no longer available, and the Contractor determines that a replacement part will serve with respect to fit, form and function, and reasonable cost, then the use of that part shall be documented as per para 3.12 below.

3.8.3 Contractor Furnished Parts

The Contractor shall be responsible to provide parts on “as and when” required basis that will be detailed in a DND 626 form. The provision of these parts is not intended as a standing offer type arrangement and shall be used for operational requirements only.

3.9 Extent of Work

3.9.1 Mechanical

All mechanical systems will be inspected and repaired as required in accordance with industry practice, applicable repair manuals and/or Canadian Legislation. Defective components shall be repaired or replaced.

3.9.2 Electrical

All electrical components shall be inspected, tested and repaired as required in accordance with industry practice, applicable repair manuals and/or Canadian Legislation. Defective parts, electrical wiring and harnesses shall be replaced so as to conform to original wire size and/or wire colours and wiring schematic diagrams.

3.9.3 Safety

All systems/components affecting the safety of the user/operator or those affecting hazardous operation of the equipment shall be inspected and tested for correct operation in accordance with industry practice, applicable repair manuals and/or Canadian Legislation. Defective components shall be replaced. All warning decals, labels, data plates will be clear and legible.

3.9.4 Painting

The Contractor shall paint the equipment according to the specification noted in the TDP for the equipment, or as directed by the TA. Unless otherwise specified, CARC painted equipment shall be repainted or touched up (dependant on condition upon receipt) in accordance with CARC Paint SOW, Appendix 1 to Annex A. Products meeting U.S. specifications for CARC are subject to Controlled Goods Regulations and International Traffic in Arms Regulations (ITAR). Unless otherwise specified, commercial painted equipment shall be repainted or touched up (dependant on condition upon receipt) in accordance with Paint Specifications DOD-P-15328, D-84-001-005/SF-001 and D-84-010-001/SF-001.

3.10 Subcontracting of Repair Services

Subcontracting of repair services by the contractor is authorized. Subcontracting that exceeds 50% of the MRC for any equipment shall be approved by the TA through the PA.

3.11 Technical Investigation and Engineering Support(TIES)/Special Investigation and Technical Studies (SITS)/Field Service Representatives (FSRs) and Mobile Repair Parties(MRPs)

The Contractor shall provide TIES/SITS/FSR/MRP services such as investigations, studies, preparation and incorporation of modification requirements, special testing (or work of similar nature) and the use of expert specialized technical assistance (eg, training requirements, integrated logistics support, manual and technical data updates, etc) on an as and when required basis to DND

and will be detailed in an approved DND 626. Requests for TIES work may originate from the Contractor, or be communicated by DND to the Contractor. Recommendations regarding cost reduction, product improvement, failure investigation shall be submitted in proposal format to DND, and shall include cost of the work proposed, justification for the work and the business case to support the work. DND will evaluate the proposals and accept or reject them. If the proposal is accepted by DND the work can only be authorized through the use of a DND 626 form. Contractors are cautioned that no work shall be performed or shall be paid for by the crown without an approved DND 626.

The contractor shall provide engineering data relevant to these investigations including reproducible drawings. When drawings are required, they shall be prepared, processed and approved in accordance with CFTO D-01-400-001/SG-000 Engineering Drawings Practices for Class 1 Drawings and Technical Data Lists.

3.12 Documentation Changes

In the event that any changes to the equipment configuration, integrated logistic support, and/or operating & maintenance procedures are required as a result of parts replacement or equipment modification, the Contractor shall inform the TA, in writing, of all the necessary changes to the equipment Technical Data Package (TDP), the Integrated Logistic Support (ILS) documentation, and to the spare parts cataloguing systems. Changes might include but not be limited to part number; manufacturer; source of supply; NSN if available; circuit references; level 3 drawings; DND CFTOs and O&M manuals; equipment instruction and identification plates; training manuals; and related DND databanks. The contractor shall seek and receive approval from the TA prior to making any changes to related documentation and TDPs. The contractor shall promulgate changes to DND documentation in accordance with DND documentation style and quality standards. The TDP as maintained by the Contractor shall be referenced and used for maintenance purposes only, and only in relation to the DND equipment under the contract. No other use of TDP by the contractor is authorized unless with written approval issued from DND

3.13 Unsatisfactory Condition Reports (UCRs)

Upon mutual agreement, the contractor shall investigate and make recommendations on UCRs submitted by the appropriate DND authority. The contractor may be required to originate UCRs in accordance with CFTO C-02-015-001/AG-000.

3.14 Communication and Technical Assistance

The contractor shall provide communication capability that can transmit text and image files concerning repair, overhaul, reports and other project documentations over the Internet among its centres of operation to the TA office and the CF field units. The contractor shall also provide e-mail and telephone technical assistance services during 0800-1600hr, staffed with qualified technical personnel, to provide quick response on technical issues from the TA or the CF field units.

3.15 Preparation for Delivery

3.15.1 Preparation and Preservation Instructions

Preparation or Delivery shall be in accordance with C-19-010-002/VP-001 and A-LM-184-001/JS-001, Part 9. Preservation of mechanical components, fuel lines, oil lines, etc shall be prepared according to the instructions below:

- 1) **Metal Surfaces** - Spray metal preservative (LPS all purpose penetrant, lubricant and protectant) on the internal and external components which should help to prevent metal corrosion and rust.
- 2) **Ports** - Cap all ports with plastic caps, plugs, bags and tape. This should help to prevent water, insects and debris from disrupting the system.
- 3) **Fuel Lines** - when indicated by the TA, in cases where repaired material is being shipped directly to the unit or is to be stored for short periods, fuel lines shall not require drainage if they can be effectively sealed to prevent leakage. The Contractor shall add preservative fuel in the tank to allow immediate usage of the equipment as intended. When it is indicated by the TA that equipment will be sent to long term storage, fuel lines shall be purged and preserved according to A-LM-184-001/JS-001, Part 9.
- 4) **Fuel Tanks** - Drain the fuel tank and purge it dry; but keep all fuel lines filled with fuel and fuel stabilizer which should prevent air locks in system simplify gen set restart.
- 5) **Engine Oil** – For short term preservation of diesel engines (when applicable), the Contractor is to change the engine oil with the filter and to ship the equipment with the engine block filled with new oil as recommended by the OEM. This will prevent the corrosion to the internal components of the engine. For long term preservation, engine oil valves should be coated with preservative oil to prevent engine components from seizing after long periods of storage.
- 6) **Batteries** - If applicable, disconnect the battery (+) positive and (-) negative terminals, secure the cable with tie-wrap and protect the terminals with the post with battery terminal grease (silver grease) for corrosion protection.

3.15.2 Packaging

The Contractor shall package the equipment in accordance with Chapter 9, A-LM-184. and/or when provided, use the original manufacturer's packaging. Packaging shall also comply with health, safety and pest controls regulations. The Contractor shall ensure that all equipment leave the Contractor's facility in such condition as to prevent in-transit damage while being returned to the CFSS. The Contractor shall provide warranty against equipment damages during transportation and handling as a result of inadequate packaging by the contractor.

3.16 Progress Review Meetings

Progress Review Meetings (PRM) shall be held to review the total contract status as of the review date, and to present the opportunity for the resolution of all current and unresolved issues known as of that date. PRMs shall be held, as required by the TA at the contractor's plant. The review meetings shall concentrate on management and contractual level issues, and shall address overall program status including resource allocation, priorities, funding levels and the identification of potential risk areas.

4.0 QUALITY ASSURANCE

4.1 Quality Assurance Representative

All stages of the R&O procedures shall be subject to inspection by a National Defence Quality Assurance Representative (NDQAR). The NDQAR shall monitor for best industrial practices.

4.2 Test and Inspection

Each piece of repaired/overhauled equipment shall undergo testing that meets or exceeds industrial standard methods. The Contractor shall prepare a test report in Contractor's (DND approved) format. One copy shall be shipped with the equipment, one copy to be retained by the Contractor and a copy forwarded to the TA. All completed equipment shall be visually inspected for security of components and hazardous conditions. All deficiencies shall be noted and repaired.

4.3 CSA Certification

When directed by the TA under a TIES tasking, the contractor shall obtain Canadian Standards Association (CSA) safety certification for the equipment that has been modified and/or repaired

5.0 ENVIRONMENTAL HEALTH AND SAFETY

5.1 Environmental Management System.

The Contractor shall have an Environmental Management System (EMS) in place to control environmental, health and safety impacts resulting from their activities, products or services; Certification to ISO 14001 standards is preferred but not necessary. The Contractor shall, however, have a formalized set of procedures and control measures in place to achieve conformance with the requirements of this work, while ensuring environmental, health and safety protection and pollution prevention. The TA shall have the right to make examinations and such audits of the work, control processes, procedures and infrastructure with respect to the environment management system.

5.1.1 Applicability

The EMS requirement is applicable to the Contractor and any and all subcontractors that may provide support to the Contract requirements. The Contractor shall make reasonable effort to ensure that all subcontractors are in compliance with applicable environmental laws and regulations.

5.1.2 Compliance with DND Policies

The Contractor shall comply with Department of National Defense (DND) policies, orders, directives, instructions and best practices when accessing DND owned or controlled lands, buildings or equipment.

5.1.3 Compliance of Documentation

It is the Contractor's responsibility to ensure that specifications, standards, support documents and test programs are reviewed for EHS compliance, and appropriate warning included. New or amended support documentation, such as Canadian Forces Technical Orders (CFTOs) shall incorporate appropriate EHS warnings and instructions in direct relation to the EHS risks presented in the contents.

5.1.4 Compliance with Legislation

The Contractor shall comply in all respects with Environmental, Health and Safety legislations, such as the Canadian Environmental Protection Act, Canadian Environmental Assessment Act, Hazardous Products Act, Transportation of Dangerous Goods Act, Canada Labour Code, and their regulations, in force in relation to the provision of services. Where the provisions of any such legislation are implemented by the use of voluntary agreements or codes of practice, the Contractor shall comply with such agreements or codes of practices as if they were incorporated into Canada law subject to those voluntary agreements being cited in tender documentation. The Contractor is responsible to comply with laws applicable to the performance of the Contract, regardless of them being identified, or not, within the tender. The Contractor shall provide evidence of compliance with such laws to Canada at such times as Canada may reasonably request.

5.2 Mercury Regulations

The Contractor shall comply with all Mercury Regulations in effect throughout the conduct of the Work. Environment Canada has also indicated its intent to regulate mercury through its Proposed Products Containing Certain Toxic Substances Regulations, which is anticipated to come into effect in 2013 and will prohibit the import, manufacture and sale of mercury-containing products. Therefore, in preparation for these regulations the Contractor shall comply with the Appendix II to Annex A.

6.0 MANAGEMENT

6.1 Project Management

The Contractor shall provide project management on this contract. The Project Manager shall have the responsibility and authority to manage all aspects of the work and be able to make decisions on behalf of the company. The Project Manager shall be the sole interface with DND. The Contractor shall, through effective implementation of the Project Management Program and its associated programs, ensure that all services being delivered fully meet all requirements of the Contract and that all requirements are traceable to the repaired/overhauled equipment. The Contractor's Project Manager shall be the primary point of contact between the Contractor and the DND Technical Authority (TA) and Procurement Authority (PA) for all issues related to the Contract.

6.1.1 Cost and Schedule Control

The contractor shall provide cost and schedule control of the R&O, modifications, additional tasking, etc as detailed in Annex B, Log SOW.

6.2 Access to facilities

6.2.1 Government Access to Contractors Facilities

Authorized Government representatives shall be granted free access to the Contractor's facilities, and to those of subcontractors. The Contractor is entitled to require that visiting Government personnel be escorted by the Contractor or sub-Contractor personnel.

6.2.2 Contractor Access to Government Facilities

If required, access by Contractor or subcontractor personnel shall be arranged through the TA.

6.3 Request For Technical information / assistance

All requests for technical information and/or assistance shall be directed to the Technical Authority/Life Cycle Materiel Manager (LCMM) as directed.

6.4 Security Classification

All work performed and data provided by the Contractor through this R&O effort shall be UNCLASSIFIED.

6.5 Meeting

Meetings may be called at the request of either the Contractor or the TA as required. The contractor shall prepare Minutes of the Meeting, in Contractor's format, to record issues discussed and decisions made during the project meeting. Contractor shall deliver a finalized set of Minutes to the TA within 10 calendar days after the project meeting.

Progress Review Meetings (PRM) shall be held to review the total contract status as of the review date, and to present the opportunity for the resolution of all current and unresolved issues known as of that date. PRMs shall be held, as required by the TA at the contractor's plant. The review meetings shall concentrate on management and contractual level issues, and shall address overall program status including resource allocation, priorities, funding levels and the identification of potential risk areas

7.0 DELIVERABLES

7.1 Repaired Material

All repaired equipment shall be returned to 25 CFSD or to a location as directed/authorized by the PA/TA. Items returned must be accompanied by a properly filled out and signed CF942/CF942A materiel condition Tag/Label when applicable in acc/w A-LM-184. The CF942 Tags will be provided to the Contractor from the QAR

7.2 Completion of Work Documentation

One copy of the R&O service record and test report shall be attached with the equipment for shipment. The service record shall include a complete list of replaced and reconditioned parts installed and a tabulated list of R&O procedures performed on the equipment. Quantity of documentation resulting from configuration changes shall be provided as directed by the TA.

7.2.1 Identification Markings

All equipment assemblies or components after overhaul or reconditioning shall have the original markings information restored and shall have the following information added immediately adjacent to the original identification markings or previous reconditioning markings:

- Work order #
- Date reconditioning / rebuilt
- Hrs meter reading at recondition/ rebuild;
- Condition: need to insert rewind alternator or rebuilt engine as applicable
- Date of expiration of Warranty; and
- Inspector's stamp/number.

7.3 Reports

7.3.1 In-Inspection Report:

Within one week of reception of items to repair, the contractor shall submit to the TA all new In-Inspection Reports in Microsoft Excel format. The contractor shall provide an estimate of the total repair costs per work order prior to being authorized by the Technical Authority to proceed with repair and overhaul work. As a minimum, the Inspection Report shall contain the following fields:

- 1) Work Order Number;
- 2) NSN;
- 3) Equipment Description;
- 4) Equipment Serial Number;
- 5) Receipt Date;
- 6) Summary of work required;
- 7) Estimated Labour Hrs;
- 8) Estimated Part List;
- 9) Total Estimated Repair and Overhaul cost;

- 10) Estimated Completion date; and
- 11) Notes.

7.3.2 Monthly Progress Report

During the first week of every month, the contractor shall submit to the TA a Monthly Progress Report in Microsoft Excel format. As a minimum, the Monthly Progress Report shall contain the following fields:

- 1) Work Order Number;
- 2) NSN;
- 3) Equipment Description;
- 4) Equipment Serial Number;
- 5) Receipt Date;
- 6) Work Status (Waiting for Parts, In- Progress XX% completed, Ready for QA inspection, Completed.....etc.);
- 7) Estimated date of completion;
- 8) Total accumulated cost; and
- 9) Notes.

7.3.3 Other Reports

Other reports shall be provided as and when requested by the TA and/or as detailed in Annex B. A Contractor Held Inventory (CHI) report shall be provided each year (NLT 31 Mar of each year) as detailed in the attached Annex B, Appendix 1 & 2.

ANNEX A

APPENDIX I

STATEMENT OF WORK FOR CHEMICAL AGENT

RESISTANT COATING (CARC) SYSTEM

1. Scope

- 1.1. This document outlines the procedures to be followed in order to paint surfaces of operational ground equipment with a CARC system. Work shall be performed in accordance with specification MIL-DTL-53072 (latest edition) to the extent specified herein. This document is written with the intent of providing a smooth transition from a conventional corrosion protective system to an enhanced corrosion protective system.

2. Acronyms

CARC	Chemical Agent Resistant Coating
CAF	Canadian Armed Forces
CAFSS	Canadian Armed Forces Supply System
DGLEPM	Director General of Land Equipment Program Management
DLR	Director Land Requirements
DND	Department of National Defence
DCDS	Deputy Chief of the Defence Staff
LFCO	Land Forces Command Orders
NBC	Nuclear, Biological and Chemical
NSN	NATO Stock Number
OPC	Organic (and Associated Inorganic) Protective Coatings
SOW	Statement of Work
SSPC	Steel Structure Painting Council
TA	Technical Authority

3. Applicable Documents and Product NSNs

- 3.1 The following specifications and standards form part of this Statement of Work to the extent specified herein. Copies of these documents are available online from the US Department of Defense web site at <https://assist.daps.dla.mil/quicksearch> or from the Standardization Document Order Desk, 700 Robbins Avenue, Building 4D, Philadelphia, PA 19111-5094.**

Specification	NSN	Description
MIL-DTL-53072		Chemical Agent Resistant Coating (CARC) Application Procedures and Quality Control Inspection

DOD-P-15328	8030-00-281-2726	Primer (Wash), Pre-treatment (Formula 117 For Metals) (Metric) (NSN for 1 US Gal size kit)
TT-C-490 Type III	8030-00-281-2726	Chemical Conversion Coatings and Pretreatments for Ferrous Surfaces (Base for Organic Coatings) (NSN for 1 US Gal size kit)
FED-STD-595C		US Federal Standard-Colors Used in Government Procurement
MIL-DTL-53022 Type II	8010-01-309-0328	Primer, Epoxy Coating, Corrosion Inhibiting, Lead and Chromate Free (NSN for 1.25 US Gal size kit)
MIL-DTL-53022 Type IV	8010-01-589-7077	Primer, Epoxy Coating, (Enhanced) Corrosion Inhibiting, Lead and Chromate Free (NSN for 1.25 US Gal size kit)
MIL-DTL-53022 Type V	8010-01-610-7329	Primer, Epoxy Coating, (Enhanced) Corrosion Inhibiting, Lead and Chromate Free (NSN for 6X250 ml aerosol can kits)
MIL-DTL-53030	8010-01-193-0520	Primer Coating, Epoxy, Water Reducible, Lead and Chromate Free (NSN for 1 US Gal kit)
MIL-PRF-24667 Type I, II, IV, Comp G	8010-01-397-3806	Coating System, Non-Skid, for Roll, Spray or Self-Adhering Application (NSN for 5 US Gal kit)
MIL-DTL-64159 Type II	8010-01-493-3169 8010-01-493-3170 8010-01-493-3177 8010-01-493-3179	Coating, Water Dispersible Aliphatic Polyurethane, Chemical Agent Resistant (NSNs are for 0.75 and 3 US Gal size colour green #34094 and tan #33446)
MIL-DTL-64159 Type III	8010-01-596-7862 8010-01-596-7859 8010-01-596-7855	Coating, Water Dispersible Aliphatic Polyurethane, Chemical Agent Resistant (NSNs are for 30 mL kit colour green #34094, for 30 mL kit colour tan #33446 and 30 mL kit colour black #37030 respectively)
MIL-PRF-22750	8010-01-419-1164	Performance Specification, Coating, Epoxy, High Solids (NSN is for 1 US Gal kit colour white #17925)

4. Requirements

4.1. A CARC system shall be applied on the surfaces in conformance with the following descriptions including conformance with one of the following sub-processes **A** or **B** as applicable per the following direction: Stocks of shelf-life compliant products identified under sub-process **A** that are held at contractor facilities and within the CAFSS shall be used as per sub-process **A** until these stocks are depleted, then products identified under sub-process **B** shall be used as per sub-process **B**.

4.1.1 Cleaning (Must be performed prior to Sub-Process **A**, Sub-Process **B** or for Touch-Up)

4.1.1.1. All parts shall be cleaned immediately before surface preparation. Prior to surface preparation, all surfaces shall be freed of corrosion or soil contaminants such as grease, oil, welding flux, scale, adhesives or other

foreign matter that may interfere with surface preparation, treatment or coating. For this purpose use a hot alkaline cleaning by immersion, spray or vapour process and/or appropriate organic solvent(s).

4.1.1.2 Precautions shall be taken to ensure that surfaces remain clean and dry until they are pre-treated, primed and topcoated.

4.1.2. Sub-Process **A** requires surface preparation, surface pre-treatment and a primer as follows:

4.1.2.1 Surface Preparation

4.1.2.1.1 For metal parts surface preparation, perform an abrasive grit blast to a white metal SSPC-SP-5 surface finish imparting to the substrate a profile of 13 microns. For non-metallic parts surface preparation, perform a uniform scuffing of the surface with a 180 grit sand paper.

4.1.2.2 Surface pre-treatment

4.1.2.2.1 Metal components shall receive an organic pre-treatment (wash primer) coating meeting the requirements of specification TT-C-490 type III (DOD-P-15328) (latest edition).

4.1.2.3 Primer

4.1.2.3.1 A primer coating meeting the requirements of specification MIL-DTL-53022 (latest edition) type II, Epoxy Coating, or specification MIL-DTL-53030 (latest edition) Water Reducible Epoxy Coating shall be applied to all equipment surfaces that need to be coated.

(This concludes sub-process **A**)

4.1.3 Sub-Process **B** requires surface preparation, surface pre-treatment when applicable and priming as follows:

4.1.3.1 Surface Preparation

4.1.3.1.1 Heavy metal parts shall be processed by abrasive grit blast to a white metal SSPC-SP-5 surface finish to impart a profile of 38 to 50 microns (1.5 to 2 mils). Lighter delicate metal parts that can not withstand aggressive grit blasting without warping shall be processed in accordance with paragraph 4.1.3.1.2. For non-metallic parts surface preparation, perform a uniform scuffing of the surface with a 180 grit sand paper.

4.1.3.1.2 For delicate metal parts surface preparation, perform an abrasive grit blast cleaning to a white metal SSPC-SP-5 surface finish imparting to the substrate a profile of 13 microns.

4.1.3.2 Surface pre-treatment

4.1.3.2.1 Metal parts and non-metallic parts surfaces prepared as per paragraph 4.1.3.1.1 above do not require pre-treatment.

4.1.3.2.2 Delicate metal part surfaces prepared as per paragraph 4.1.3.1.2 above shall receive an organic pre-treatment (wash primer) coating meeting the requirements of specification TT-C-490 type III (DOD-P-15328) (latest edition).

4.1.3.3 Primer

4.1.3.3.1 A primer coating meeting the requirements of specification MIL-DTL-53022 (latest edition) type IV, Epoxy Coating, Enhanced Corrosion Protection shall be applied to all parts surfaces that need to be coated. The primer manufacturer recommended dry film thickness (DFT) shall be achieved when measuring the DFT of the primer over the highest peaks of the profile.

(This concludes sub-process **B**)

4.1.4 Non-Skid Surface

4.1.4.1 Apply, as per manufacturer's instructions a non-skid coating meeting the requirements of specification MIL-PRF-24667 (latest edition) Type I, II, IV, Composition G colour #36076 (dark grey) in accordance with FED-STD-595C (latest edition) to surface areas intended as walk-on surfaces.

WARNING: Products qualified to MIL-PRF-24667 Type I, II, IV, Composition G are applied in a relatively thick coat and contain solvents that will affect negatively the adhesion of the primer MIL-DTL-53022 Type II or IV if applied too soon i.e. before the primer "Dry Hard" condition has been reached. Therefore, the non-skid product shall be applied no sooner than the dry hard condition of the primer and its dry hard condition must be reached within a period of time that will allow for the application of the topcoat within 24 hours of the application of the primer.

4.1.5 Topcoats

4.1.5.1 Exterior surfaces. A polyurethane topcoat meeting the requirements of specification MIL-DTL-64159 Type II (latest edition), colour #34094 (flat green) as per FED-STD-595 (latest edition) shall be applied to exterior surfaces including exterior walk-on surface areas having non-skid coating.

4.1.5.2 Interior surfaces. An epoxy topcoat meeting the requirements of specification MIL-PRF-22750 (latest edition), colour #17925 (gloss white) as per FED-STD-595 (latest edition) shall be applied to interior surfaces including walk-on surface areas having non-skid coating.

4.1.5.3 Interior surfaces of parts that could be directly exposed to chemical agents such as hatches, ramps and doors shall be coated as per paragraph 4.1.5.1 above.

WARNING: The topcoats shall not be applied before the dry hard condition of the non-skid material has been reached and shall be applied within 24 hours after the application of the primer. There shall be no walking on non-skid surfaces for a period of 7 days to allow full cure of the coating system.

4.1.6 Marking and Touch-Up

4.1.6.1 Markings identifying the coating system, the flag, numbering and lettering shall be performed with a touch-up coating kit meeting MIL-DTL-64159 (latest edition) type III and FED-STD-595C (latest edition) colour #37030 (flat black).

4.1.6.2 For defects or damages to the CARC system that expose the substrate it is required to clean the area to be reworked; for this purpose refer to paragraph 4.1.1.1. For metallic components it is then required to remove rust or corroded metal by hand-sanding using an 80 grit sand paper or a mechanically driven steel brush (depending on the size of the defective area). Remove sanding/grinding dust with a clean paint brush and apply a coat of primer meeting the requirements of specification MIL-DTL-53022 type V (latest edition); feather-in with the existing primer.

4.1.6.3 Touch-up of the topcoat shall be performed with a touch-up coating kit meeting MIL-DTL-64159 type III (latest edition) and FED-STD-595C (latest edition) colour #34094 (flat green); feather-in with the existing topcoat.

4.1.7 Selection of Materials, Mixing and Application

4.1.7.1 Materials used shall be selected from the applicable qualified products list (QPL/QPD) and shall be mixed and applied as per the manufacturers' Technical Data Sheet. The brand name and QPL/QPD number of the materials used shall be reported to the Technical Authority/Project Configuration Manager for CF configuration, health, and safety purposes after acceptance of First Article Test Report.

4.1.8 Special Measures

- 4.1.8.1 In any instance where the CARC system specified herein interferes with the design features of specific components that are key to the operation of the equipment, it is the manufacturer's responsibility to identify and propose a suitable alternative coating system having high chemical agent resistance and corrosion protection properties. The identified alternative coating system, if endorsed by the DGLEPM Canadian Army OPC TA, shall be used only upon receiving DCDS approval to waive the NBC hardening policy. The brand name of the approved alternative coating system materials shall be reported to the Technical Authority/Project Configuration Manager for CAF configuration, health and safety purposes.
- 4.1.8.2 Deviations from CARC products and application processes identified herein as well as deviation from the product manufacturer Technical Data Sheet must be reported to the OPC TA of the Canadian Army for his evaluation and approval.

5 DND Project Authority responsibilities

- 5.1 Message AIG 1733 of 180926Z SEP 03 establishes applicable paint policies as per LFCO 21-04 (DLR/DGLEPM). The LFCO indicates that all Canadian Army operational vehicles and equipment shall be painted monochromatic mat green on the exterior and monochromatic gloss white on the interior except for hatches, ramps and doors that will be painted monochromatic green on the inside. Derogation to LFCO 21-04 must be authorized by DLR. The identification of colour #33446 (mat beige) CARC finishing products in this SOW is for information purposes.

ANNEX A

APPENDIX II

MERCURY MANAGEMENT PLAN FOR R&O

Mercury and its compounds are listed as a toxic substance in Schedule 1 to the *Canadian Environmental Protection Act, 1999*. Consequently, the Contractor shall comply with the following requirements:

1. The Contractor shall not replace an existing component or add a new equipment component containing mercury, when a mercury-free alternative exists.
2. For each case where the products must contain mercury or its compounds, the Contractor shall submit a statement that it is not technically feasible to use a mercury-free product in its place, and explain why;
3. Products containing mercury or its compounds shall comply with mercury content limits specified in any relevant standard, see table 1;
4. Where the products contain mercury or its compounds, in any shape or form, or where its operation or maintenance requires the use of mercury or its compounds, the Contractor shall provide in tabular format, to the Technical Authority (TA), the following for each occurrence of mercury or its compounds:
 - a. Identification of the Products as containing mercury or its compounds;
 - b. NATO Stock Number of the Products, if available;
 - c. Description of the Products:
 - i. Manufacturer of the item or part containing mercury or its compounds;
 - ii. Manufacturer part number of the item or part containing mercury or its compounds;
 - iii. National Supply Code for Manufacturers (NSCM) / Commercial and Government Entity (CAGE) Code of the item or part containing mercury or its compounds;
 - iv. Description of the mercury or its compounds of the item or part containing mercury or its compounds;
 - v. The form of mercury or its compounds (*e.g.* liquid, vapour, amalgam, metal halide);
 - vi. The location of the mercury or its compounds on or in the item or part containing mercury or its compounds; and
 - vii. Material Safety Data Sheet, where possible.
5. The Contractor is responsible to ensure that products containing mercury or its compounds are labelled in a readily visible location identifying that the item contains mercury or its compounds. The label shall be bilingual and in accordance with the following standard:

- a. The information must be in characters that are at least 3 mm in height, legible and indelible and that are impressed, embossed or in a colour that contrasts with the label's background or the colour of the product as applicable.
 - b. The label must be enclosed by a borderline and easily distinguishable from other graphic material on the product or its package.
 - c. The label must be bilingual and shall include following contents:
 - i. A statement "CAUTION/MISE EN GARDE" in characters that are at least 4 mm in height;
 - ii. A statement that the product contains mercury and the content of mercury in the product in milligrams;
 - iii. Information on the action to be taken in case of accidental breakage and a description of the risks associated with the use of the product, the address of a website that contains the information, or contact information for a person who can provide that information;
 - iv. Information on the options available for proper disposal and recycling in accordance with the laws of jurisdiction where the disposal or recycling to take place, the address of a website that contains the information, or contact information for a person who can provide that information;
 - v. A warning that the product should be managed in accordance with the applicable disposal or recycling laws;
 - vi. The "Hg" symbol encircled by a line on a readily visible location on the product where the characters are at least 3 mm in height which are impressed, embossed or in a colour that contrasts with the label's background or the colour of the product as applicable;
 - vii. If the product is not large enough to accommodate the information, the information must be:
 1. In a readily visible location on the package in which the product is sold or offered for sale; or
 2. In a notice attached to the product or in a manual that accompanies the product, if there is no package, or if the package is not large enough to accommodate the information;
 3. In both official languages;
6. Technical documentation provided by the Contractor shall contain:
- a. Product warning to provide information on the mercury content and other relevant information. The technical document shall also include information on part numbers containing mercury, location, type of mercury, manufacturer's information, mercury content, and MSDS information (refer to Section 4).
 - b. A written work procedure for processes involving the safe handling of mercury-containing equipment, components and materials, shall be included. It shall identify procedures for mercury spills cleanups and disposal procedures. The work procedure shall identify proper Personal Protective Equipment (PPE) in the case of a spill. A warning indicating that the product should be disposed of or recycled in accordance with the applicable laws shall also be included.

Table 1: Summary of Proposed Maximum Mercury Content Limits

Product Containing Mercury	Content Limit of Mercury in Product
1. Dental Amalgam	No limit
2. Compact Fluorescent Lamps for general lighting purposes	3.5 mg
3. Linear Florescent Lamp for General Lighting Purposes.	5 mg
4. Non-linear fluorescent lamp for general lighting purposes including a circular or square fluorescent lamp	15 mg
5. Induction fluorescent lamp for general lighting purposes	15 mg
6. Mercury vapour lamp for general lighting purposes (≥ 40 watts and ≤ 1000 watts)	(a) 50 mg until Dec 31, 2015, (b) 0 mg after Dec 31, 2015
7. High pressure sodium vapour lamp	40 mg
8. Metal halide lamp (≤ 300 watts)	40 mg
9. Metal halide lamp (> 300 watts and ≤ 700 watts)	65 mg
10. Metal halide lamp (> 700 watts and ≤ 1000 watts)	150 mg
11. Automobile headlamp	5 mg
12. Cold cathode fluorescent lamp less than 1.5 m in length	5 mg
13. Cold cathode fluorescent lamp more than 1.5 m in length	13 mg
14. External electrode fluorescent lamp less than 1.5 m in length	5 mg
15. External electrode fluorescent lamp more than 1.5 m in length	13 mg
16. Cold cathode tubing for signage or cove lighting	100 mg per 2.44 m
17. Fluorescent and discharge lamp other than those set out in sub-items (2) to (16)	No limit
18. High tech micro switch and high tech micro relay for monitoring and control equipment	20 mg
19. Thermometer for use in a laboratory for scientific research applications	No limit
20. Scientific instrumentation for the calibration of medical devices or for the calibration of scientific research instruments	No limit
21. A laboratory analytical standard	No limit
22. Scientific instrumentation used as reference for clinical validation studies	No limit
23. Scientific instrumentation for measuring the quantity of mercury in	No limit

Table 1: Summary of Proposed Maximum Mercury Content Limits

Product Containing Mercury	Content Limit of Mercury in Product
the environment	
24. Radiation and infrared light detector	No limit
25. Low mercury chloride reference electrode, Low mercury sulphate reference electrode and Low mercury oxide reference electrode	No limit
26. Professional, commercial and industrial photographic film and photographic paper	No limit
27. Replacement part for a product if, prior to the coming into force of these Regulations, the product contained the part	No limit

ANNEX B

LOGISTICS

STATEMENT OF WORK

for

REPAIR AND OVERHAUL

of

**2-60 KW GENERATORS, DISTRIBUTION
BOXES AND LOAD BANK**

TABLE OF CONTENTS

1.0	GENERAL	1
1.1	AIM	1
1.2	EXTENT OF WORK	1
2.0	ADMINISTRATION	1
2.1	RECEIPT	1
2.2	DISCREPANCIES IN SHIPMENTS	2
2.3	COMPLETION OF WORK	2
3.0	WORK CONTROL	3
4.0	ANNUAL REPAIR FORECAST - SNAPs	3
5.0	COST CONTROL	4
6.0	COSTING RECORDS	4
7.0	MAINTENANCE SUPPORT	4
7.1	MINOR REPAIRS	4
7.2	MOBILE REPAIR PARTIES (MRPs).....	4
7.3	EQUIPMENT TURN AROUND TIME (TAT).....	5
7.4	PRIORITY REPAIR REQUEST (PRR)	6
7.5	SPECIAL INVESTIGATIONS & TECHNICAL STUDIES (SITs).....	6
7.6	TECHNICAL INVESTIGATIONS & ENGINEERING STUDIES (TIES)	6
8.0	SUPPLY SUPPORT	6
8.1	TRANSACTION DOCUMENTATION.....	6
8.2	CONTRACTOR SUPPLY ACCOUNTING.....	6
8.3	MANAGEMENT OF DND-OWNED SPARES	7
8.4	SPARES REVIEW	7
8.5	STOCKTAKING.....	7
8.6	SELECTION NOTICE OBSERVATION MESSAGE (SNOM).....	8
8.7	EMBODIMENT FEES.....	8
8.8	LOSS OR DAMAGE TO DND MATERIEL	8
8.9	SCRAP - CUSTODY & DISPOSAL.....	8
8.10	PRESERVATION AND PACKAGING FAILURE	8
8.11	REUSABLE CONTAINERS	8
8.12	TRANSPORTATION	9
8.13	CUSTOMS & EXCISE	9
9.0	WARRANTY CONSIDERATION	9
10.0	CONTRACTOR USE OF DND EQUIPMENT/PUBLICATIONS	9
11.0	STOP REPAIR ACTION	9
12.0	PUBLICATIONS	9
13.0	OFFICE SERVICES	9
14.0	MINUTES OF MEETINGS	10
15.0	PLANT SHUTDOWN/VACATION PERIOD	10
16.0	REPORTS	10
16.1	MRP PROGRESS REPORTS	10

16.2	TECHNICAL INVESTIGATION AND ENGINEERING STUDIES (TIES) REPORTS	10
16.3	ACCIDENT/INCIDENT REPORTS	10
16.4	R&O CONTRACTOR EFFECTIVENESS REPORT	10
16.5	ANNUAL CONTRACTOR HELD INVENTORY REPORT	11

**Appendix I and Appendix II – CONTRACTOR-HELD INVENTORY REPORTING
REQUIREMENTS & TEMPLATES**

1.0 GENERAL

1.1 AIM

1.1.1 The Contractor shall repair and/or overhaul only those items for which he has received authorization in accordance with the Selection Notice and Priority Summary (SNAPS) for Repairable Materiel Account (RMA) code(s)_____ and/or an approved Repairable Materiel Request (RMR). The Contractor shall conform to such supply procedures as are advised in this SOW related to the management of DND equipment and stores in his possession. DND reserves the right to exercise surveillance over all aspects of the Contractor's supply operation. Repair and/or Overhaul priorities will be maintained as advised in the SNAPS. Repair priority for RMRs shall be "Routine" unless otherwise stipulated.

1.2 EXTENT OF WORK

1.2.1 The complete overhaul of all arisings (except life items that are time expired) is not permitted under the terms of this Statement of Work. The intent is that repair work will be done and overhaul resorted to only where such is economically and technically justifiable; or where required by technical specifications. The following definitions will apply:

- a. **Repair:** The identification and correction of those specific defects which degrade the performance of an item causing it to function below the specifications;
- b. **Overhaul:** The restoration of an item to its original condition/near life expectancy. It includes the replacement of worn, damaged or life expired parts; the incorporation of approved modifications; and the rework of components as necessary;
- c. **Inter-changeability:** Following repair, the item must remain fully interchangeable (form, fit and function) with articles catalogued under the same reference number, part number and of the same modification status. This concept of inter-changeability must be extended to include internal characteristics such as wave forms and components layout in order to ensure full compatibility with automatic test equipment software and automatic probing;
- d. **Serviceable Condition:** The condition of an equipment which allows it to be used, shipped or held in stores without being subjected to any limitations not applicable to new equipment; and
- e. **Reliability and Maintainability:** The definitions of MIL STD-721 will apply.

2.0 ADMINISTRATION

2.1 RECEIPT

2.1.1 Upon receipt of DND equipment, the Contractor shall:

- a. Identify the equipment and ensure authority to repair (SNAPS, RMRs);
- b. Open a work order;
- c. Carry out a physical check to ensure that the item is complete and is in accordance with the accompanying vouchers;

- d. Complete receipt documentation, including any adjustment transactions, work order number; and
- e. Action warranty materiel.

NOTE: Work order shall be raised within 48 hours of delivery to plant

2.1.2 If the Contractor is missing any information or documentation, he shall request it through the National Defence Quality Assurance Representative (NDQAR).

2.1.3 For those items where the basis of payment is other than firm fixed price, and based upon available information and/or inspection of the item, the Contractor shall determine the extent of work required, prepare a cost estimate, and if cost to repair is below the maximum repair cost (MRC), proceed with the repair. Whenever cost to repair threatens to exceed the MRC, the Contractor shall request authority in writing to proceed with the repair in accordance with PART 2 of A-LM-184-001/JS-001.

2.1.4 Where it is impossible to determine the cost to repair, the Contractor may be granted authority by the Procurement Authority (PA) to strip the equipment so as to assess its repair and/or overhaul potential and to estimate the costs. Unless otherwise specified, and regardless of the value of the equipment, the cost of the work involved in estimating repair is chargeable to the item whether or not it is subsequently repaired.

2.2 DISCREPANCIES IN SHIPMENTS

2.2.1 If upon initial inspection, the Contractor identifies equipment as having the same form, fit and function as other equipment, but as being misidentified, the Contractor shall forward a detailed message to the Consignor and to their National Defence Quality Assurance Region (NDQAR) representative with a recommendation for corrective action. A discrepancy in shipment can consist of any of the following:

- a. In-condition
- b. Surplus
- c. Shortage

2.2.2 The Contractor shall action discrepancies in shipments in accordance with PART 3 of A-LM-184-001/JS-001.

2.3 COMPLETION OF WORK

2.3.1 On completion of Repair and/or Overhaul, the Contractor shall prepare and transmit a stock holding code (SC) change notification in accordance with PART 2 of A-LM-184-001/JS-001.

2.3.2 The following "Contractor Certification" shall be stamped on the CFSS Supply Document and signed prior to the Contractor transmitting the SC Change Notification.

Contractor Certification

I certify that the item(s) listed above have been inspected, tested and conform to all specifications and requirements detailed in the contract or purchase order.

Signature _____ **Date** _____

(Contractor QC)

3.0 WORK CONTROL

3.1 The Contractor shall ensure that the repair of all DND equipment is controlled by a serial numbered work order in accordance with PART 2 of A-LM-184-001/JS-001. Upon completion of work, the work order shall include as a minimum the following:

- a. A contract serial number against which all costs incurred are chargeable;
- b. The NATO Stock Number (NSN) and/or Part Number (PN), description, quantity and serial number, if any, of item repaired;
- c. A cross reference to all Supply Documents. This includes receipt, issues and returns, including scrap activity, finalization of repair, inspection, and final acceptance;
- d. Reference to the applicable technical data;
- e. Details of the work performed;
- f. A list of all the parts, by part number and description, found unserviceable and requiring repair and/or overhaul, ensuring that the repair scheme is referenced
- g. A list of parts required, identifying the stores from which issued (eg, CIS, GFOS, AAS or CFM);
- h. Repair cost estimate; and
- i. The identity of the person opening the work order.

3.2 The Contractor shall provide to the NDQAR, and as necessary amend, a list of Contractor personnel authorized to open work orders.

4.0 ANNUAL REPAIR FORECAST - SNAPS

4.1 The contractor shall notify the PA when the receipt for a selected repairable line item exceeds the current (fiscal) year forecast (CYF) in the SNAPS report. The contractor shall not induct the line item until written approval is received from the PA or the SNAPS forecast is amended.

5.0 COST CONTROL

5.1 The Contractor shall monitor the cost of each repair to ensure that total repair costs remain within approved limits. Appropriate management control procedures must be in place and records maintained. These control procedures and records shall be available for review and/or audit on request.

6.0 COSTING RECORDS

6.1 The Contractor shall prepare forms and maintain records which will provide:

- a. A cost listing, by serial number if applicable, of each item or job lot going through the repair line;
- b. A detail of the extent of work carried out, in-process inspections completed and materiel embodied at any stage of the repair process;
- c. The average cost of repair and/or overhaul, by NSN; and
- d. The total repair cost for an item (NSN), by work order.

NOTE: This data shall be provided as requested by the Procurement Authority and/or NDQAR.

7.0 MAINTENANCE SUPPORT

7.1 MINOR REPAIRS

7.1.1 If DND supplied parts are urgently required to effect delivery of Free Flow (components) and are not immediately available from DND, then minor repair may be carried out to the unserviceable part by the prime Contractor, as approved by the PA who will advise NDQAR accordingly.

7.2 MOBILE REPAIR PARTIES (MRPs)

7.2.1 The Contractor shall provide an MRP, when authorized by the Procurement Authority.

There are two types of MRP:

- A scheduled Mobile Repair Party (MRP); for a scheduled MRP, the PA must follow the DND626 Task Authorization process outlined in PAM 3.3.2.2.
- An unscheduled, Immediate Operational Requirement (IOR), extraordinary and exceptional Mobile Repair Party (MRP). The unscheduled IOR MRP happens under exceptional and extraordinary circumstances (for example: pre-deployment preparations for an unexpected extended operational mission) and requires an immediate response from DND.

The process to action an unscheduled IOR MRP is as follows:

- The TA/PM is responsible to:
 - Call the PA;
 - Describe the work to be done;
 - Request that the unscheduled IOR MRP process be used.

- The PA is responsible to:
 - Ensure that the instructions for unscheduled IOR MRPs are contained in the contract;
 - Refer to the “Procedures and Guidelines for Mobile Repair Parties Manned by Contractor Personnel” document (NDID C-02-005-011/AM-000).
Note: This document is available through the DSCO website;
 - Review the requirement to confirm that it is effectively an unscheduled IOR MRP;
 - Approve the unscheduled IOR MRP;
 - Confirm by e-mail to the TA/PM and the company that the requirement is approved.
Note: The PA’s e-mail is the written agreement that allows the work to proceed.

7.2.2 Upon mutual agreement the Contractor will be required to provide competent engineers and/or technicians to field sites to perform engineering projects and/or to effect repairs or modifications to the installations. All matters pertaining to the performance of the work on the site shall be referred to the cognizant Base Technical Services Officer, and/or Air/Ship’s Staff, or their appointed delegate who will be responsible for the conduct of the work and shall signify satisfactory completion and acceptance of the work by signing Appendices C and D to the aforementioned NDID/CFTO. This service shall be accomplished to the satisfaction of the site Commanding Officer, his authorized representative, or NDHQ as directed.

7.2.3 On completion of work the Contractor will provide the Procurement Authority with a cost breakdown indicating labour hours by trade, travel expenses, living expenses, etc. Costs are to be all inclusive and will be an indication of the actual amount being claimed. Travel costs must not exceed approved TB Guidelines available at http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv-eng.asp unless pre-approved in writing by the Procurement Authority prior to undertaking the travel.

7.2.4 If requested, the Contractor shall submit two (2) copies of a monthly progress report covering MRP activities to the Procurement Authority. The level of detail and format will be stipulated in the individual DND 626 tasking should such a report deemed to be necessary. (Note: such a report is rarely called up).

7.3 EQUIPMENT TURN AROUND TIME (TAT)

7.3.1 Unless specifically identified within the contract, equipment Turn-Around-Time (TAT) to a serviceable state shall be achieved in 60 Calendar days. TAT is defined as that period of time from "date of receipt to date item is reported serviceable". Repair priority is governed by the SNAPS. The principle of "first-in / first-out" (FIFO), shall be observed whenever possible.

7.4 PRIORITY REPAIR REQUEST (PRR)

7.4.1 The Contractor shall be prepared to satisfy PRRs in an expeditious manner. If the Required Delivery Date (RDD) cannot be met, the Contractor shall advise the originator and the consignee for a more realistic Estimated Delivery Date (EDD). This EDD shall be amended as required until the PRR is satisfied.

7.5 SPECIAL INVESTIGATIONS & TECHNICAL STUDIES (SITS)

7.5.1 When authorized by the Procurement Authority, the Contractor shall undertake special investigation and technical studies and shall provide relevant data to these investigations as and when required. The scope of work normally covered under special investigation and technical studies is to cater for equipment not meeting specification standards or due to repetitive failures. This excludes studies and/or investigations which have or will have fleet fitment application.

7.6 TECHNICAL INVESTIGATIONS & ENGINEERING STUDIES (TIES)

7.6.1 When authorized by the Procurement Authority, the Contractor shall undertake technical investigations and engineering studies. This activity includes the provision of system and maintenance support and management services. It includes the requirement analysis and planning to ensure current reliability availability of specifications can be met, the scheduling of maintenance, the identification of spares and support, as well as the development of policies and maintenance procedures. It also includes the contract management activities as well as the validation/acceptance of deliverables when maintenance activity is contracted.

8.0 SUPPLY SUPPORT

8.1 TRANSACTION DOCUMENTATION

8.1.1 The Contractor's Document Control Group (DCG) facilities will file and retain the following auditable transaction documentations by applicable account (RMA or RSA) warehouse either by Stock Code or by Requisition Number, in accordance with Part 3 of A-LM-184-001/JS-001:

- a. Stock Code sequence followed by requisition number; or
- b. Requisition number.

8.2 CONTRACTOR SUPPLY ACCOUNTING

8.2.1 Materiel held on Contractor Repair Parts Account (CRPA), Repair Shop Account (RSA) and Repairable Materiel Account (RMA) shall be accounted for as per the Canadian Forces Supply System (CFSS) automated procedures in accordance with A-LM-184-001/JS-001. Government Furnished Overhaul Spares (GFOS) and Accountable Advanced Spares (AAS) will be accounted for in either a manual or an automated system. Regardless of the system used, the Contractor shall maintain an audit trail acceptable to DND. Further, any automated or manual materiel accounting system shall first be approved by the PA. Supply accounting records for DND materiel shall be maintained separate from other company records.

8.3 MANAGEMENT OF DND-OWNED SPARES

8.3.1 The Contractor is responsible for determining the requirement for spares, obtaining the spares, maintaining custody of the spares, accounting for the spares in an approved manner for use on the R&O repair line and for the disposal (when so directed) of the spares in accordance with A-LM-184-001/JS-001.

8.3.2 Spares shall be used in the following order:

- a. Government Furnished Overhaul Spares (GFOS);
- b. Contract Issue Spares (CIS);
- c. Accountable Advance Spares (AAS); and
- d. Contractor Furnished Materiel (CFM).

8.4 SPARES REVIEW

8.4.1 In conjunction with the stocktaking schedule, the Contractor shall carry out a review of CIS to determine if holdings of any particular item:

- a. Exceed the economic stock retention level. The level is normally equal to an estimated four (4) months stock;
- b. Have become surplus to requirements as a result of a modification, disposal, obsolescent or transfer of the major equipment; and/or
- c. Are no longer fit for use in the R&O of DND equipment.

8.4.2 In conjunction with the stocktaking schedule, the Contractor shall carry out a review of GFOS to determine if stock holdings include any item which:

- a. Has become surplus to requirement as a result of removal of the end item from the Selection Notice and Priority Summary (SNAPS);
- b. Has become redundant because of a modification change notice, product improvement, etc...;
- c. Is a catalogued item which should have been transferred to CIS.

8.4.3 The Contractor shall dispose of and/or transfer spares which meet the criteria above and shall prepare and handle the necessary documentation associated with the disposal function in accordance with PART 7 of A-LM-184-001/JS-001.

8.5 STOCKTAKING

8.5.1 The Contractor shall initiate and complete a one hundred per cent (100%) manual stocktaking of RMA, RSA, CRPA(CIS), GFOS and AAS as a minimum once every two years in accordance with PART 6 of A-LM-184-001/JS-001.

8.6 SELECTION NOTICE OBSERVATION MESSAGE (SNOM)

8.6.1 Contractors wishing to make observations on information contained in the SNAPS, including Maximum Repair Cost (MRC), shall do so by submitting their observations using the Selection Notice Observation Message (SNOM) in accordance with PART 2 of A-LM-184-001/JS-001

8.7 EMBODIMENT FEES

8.7.1 On normal transfer or issue of items (spares) between AAS, CIS or GFOS accounts, any embodiment fees shall only be paid once and only upon actual embodiment. Supply accounting records for DND materiel shall be maintained separate from other company records.

8.7.2 On bulk transfer/disposal of items in CIS, GFOS or AAS accounts, embodiment fees, if applicable, are subject to a separate PWGSC negotiated rate.

8.8 LOSS OR DAMAGE TO DND MATERIEL

8.8.1 The Contractor shall report to the NDQAR all instances of loss or damage to DND owned materiel in his custody within two (2) working days of confirmation of its discovery.

8.8.2 The Contractor may be authorized to make repairs to DND-owned equipment on loan. All requests shall be forwarded to the Procurement Authority for approval. If the Contractor is authorized to repair damaged DND materiel, he shall notify the NDQAR before any repair commences to enable adequate quality assurance of the repair.

8.8.3 Loss or damage of materiel in transit shall be actioned in accordance with Part 8 of A-LM-184-001/JS-001.

8.9 SCRAP - CUSTODY & DISPOSAL

8.9.1 The Contractor shall safeguard, control, and dispose of the scrap materiel in accordance with Part 7 of A-LM-184-001/JS-001.

8.10 PRESERVATION AND PACKAGING FAILURE

8.10.1 Equipment damaged due to preservation and packaging failures in shipments shall be reported to the NDQAR using form CF 777, Unsatisfactory Condition Report(UCR), supported by photographs in accordance with CFTO C-02-015-001/AG-000.

8.11 REUSABLE CONTAINERS

8.11.1 Surplus reusable containers shall be brought on charge (BOC) to the CRPA, in accordance with PART 3 of A-LM-184-001/JS-001.

8.11.2 The Contractor shall inspect, repair and/or repaint reusable metal or wooden containers. If a requirement to repair, replace or provide a reusable container or other packaging materiel has been identified, it will become a charge against the R&O contract at a negotiated rate shown in the "basis of payment" and on the repair work order.

8.12 TRANSPORTATION

8.12.1 The Contractor shall be responsible to action all transportation requirements in accordance with PART 8 of A-LM-184-001/JS-001.

8.13 CUSTOMS & EXCISE

8.13.1 DND is responsible for clearing Customs of all DND materiel consigned to R&O Contractors. If a Contractor sub-contracts to an out of country location, the Contractor is responsible for the preparation of all the necessary customs documentations. Customs Brokers shall not be utilized unless specifically authorized by the Procurement Authority.

9.0 WARRANTY CONSIDERATION

9.1 Materiel which has been returned for warranty consideration will be actioned in accordance with PART 10 of A-LM-184-001/JS-001.

10.0 CONTRACTOR USE OF DND EQUIPMENT/PUBLICATIONS

10.1 The Contractor shall not use DND publications, tools, test-equipment, or jigs and fixtures for commercial work without the written consent of DND. In instances where DND has provided such consent, PWGSC will negotiate suitable compensation for DND. All requests shall be directed to the Procurement Authority through PWGSC.

11.0 STOP REPAIR ACTION

11.1 The Contractor shall comply immediately with all stop repair instructions. Detailed procedures are contained in PART 2 of A-LM-184-001/JS-001.

12.0 PUBLICATIONS

12.1 General procedures with respect to management of publications are contained in PART 11 of A-LM-184-001/JS-001. The Contractor shall document requirements for publications and submit to the NDQAR. The Contractor shall develop procedures to control all DND publications in their possession and be responsible for amending all DND publications in his custody. The Record of amendments shall be maintained as indicated in the applicable area of each publication.

12.2 Unless otherwise specified, publications may be copied and/or extracts taken from them. As these copies/extracts are not subject to follow-up amendment action, they are not valid for use as a reference document and shall be stamped "FOR INFORMATION ONLY". Contractors shall ensure that any classified documents are provided with the appropriate security, consistent with the provisions of A-SJ-100-001/AS-000.

12.3 The Contractor shall respond to any request for "verification of publication holdings" which may be requested periodically by DND.

13.0 OFFICE SERVICES

13.1 The Contractor shall perform the secretarial and clerical work necessary to carry out the terms of this contract with respect to the preparation, filing and transmission of all forms, reports and correspondence, relating to the movement, accounting, storage, repair, overhaul, quality control and investigation of materiel covered by this contract.

14.0 MINUTES OF MEETINGS

14.1 When minutes of meetings are required, the Contractor shall be responsible for taking them and preparing them in a format approved by the Procurement Authority. The Contractor shall submit the minutes to Public Works and Government Services Canada (PWGSC) or the Procurement Authority as directed at the meeting, within ten (10) working days following the meeting.

15.0 PLANT SHUTDOWN/VACATION PERIOD

15.1 During plant shutdown and/or vacation periods, the Contractor shall ensure that adequate facilities/personnel are available to ensure the satisfaction of High Priority Requirements (HPRs). If contractor personnel are not on site during shutdown, a list of names and home phone numbers of those Contractor personnel to be contacted during plant closure shall be provided to the NDQAR. It is the Contractor's responsibility to ensure that personnel are available to satisfy PRR requirements once identified.

16.0 REPORTS

16.1 MRP PROGRESS REPORTS

16.1.1 The Contractor shall submit one (1) copy of the monthly progress report covering Mobile Repair Party (MRP) activities in accordance with PWGSC Form (7139) to the Procurement Authority, and one (1) copy to the supporting NDQAR.

16.2 TECHNICAL INVESTIGATION AND ENGINEERING SUPPORT (TIES) REPORTS

16.2.1 Technical Investigations and Engineering Support may only be authorized by the Procurement Authority. The Contractor shall complete a Technical Investigation Report as stipulated under a DND 626 on an as required basis when so directed.

16.3 ACCIDENT/INCIDENT REPORTS

16.3.1 The Contractor shall submit accident/incident reports in accordance with Chapter 7 Para 32(b) and Chapter 7 Para 41 (f) of CFTO A-GA-135-001/AA-001, through the supporting NDQAR.

16.4 R&O CONTRACTOR EFFECTIVENESS REPORT

16.4.1 The R&O Effectiveness Report is described in PART 2 of A-LM-184-001/JS-001. The Procurement Authority will monitor Contractor's Turn-Around-Time using the R&O Effectiveness Report.

16.5 ANNUAL CONTRACTOR HELD INVENTORY REPORT

16.5.1 The contractor will be required to report annually to the PA on the value of all Accountable Advance Spares (AAS) and Government Furnished Overhaul Spares (GFOS) inventory held on March 31. Appendix 1 provides details on how to report this inventory, and Appendix 2 is a sample copy of the report proforma.

Appendix 1 <> Contractor-Held Inventory Reporting Requirements

The instructions to complete the Contractor-Held Inventory Reporting templates are as follows:

Part A

"DND Owned Inventory Holdings held by Contractors as at 31 Mar 20XX".

Notes:

1. A separate Inventory Holdings report is required for Consumable Inventory and Repairable Inventory. If your inventory cannot be reported or separated on the basis of consumable versus repairable, please state what the majority of the inventory would be classified as repairable or consumable based on the definitions below.
2. Loaned equipment from DND must be authorized through a DND-authorized loan agreement. Reporting shall be as per the conditions of the loan agreement.
3. Whole Capital assets are not to be reported to DND. Whole Capital Assets are equipment that has been purchased by DND for the contractor and that is not inventory, such as vehicles, test equipment, etc.
4. The reports provided by the company inventory system are acceptable for reporting purposes to DND, as long as they contain the essential information requested in the template provided.
5. Provide any alternate part number or manufacture part number in addition to the part number listed above. Provide the class also, if available, as well as any additional field information you have that may help to classify the data.
6. Provide the inventory report in electronic format, MS Excel being the preferred software, advise Procurement Authority if not available.

Definitions:

Government Furnished Overhaul Spares (GFOS) – Non-catalogued inventory spares which are not purchased by the contractor but arise from: AA spares transferred from another contractor; DND procurement with the US government; spares salvaged from DND equipment; or de-catalogued CIS spares which are for 3rd line use only. GFOS spares are not recorded in the Canadian Forces Supply System (CFSS).

Accountable Advance Spares (AAS) – Non-catalogued inventory spares which the contractor has been authorized by DND to purchase using DND funds, on an exceptional basis. The CFSS does not track AAS.

Bonded Stock – Inventory spares which the Out of Country contractor has been authorized by DND to purchase using DND funds, on an exceptional basis. The CFSS does not track bonded stock.

Repairable Inventory – An item of supply designated as capable of being repaired.

Consumable Inventory – An item of supply that is not repairable.

Part B

”Repairable Template Input/Output Repairable Inventory Report for the Year Ending 31 March 20XX” and “Consumable Template Input/Output Consumable Inventory Report for the Year Ending 31 March 20XX”:

Notes:

1. The closing inventory as at 31 Mar 20XX must be equal to the itemized listings provided in the consumable and repairable reports of ‘DND Owned Inventory Holdings as at 31 Mar 20XX.’
 2. A separate Input/Output Inventory Report is required for Consumable Inventory and Repairable Inventory.
 3. It is preferable to provide the data in a part number level format detailing the equipment platform supported, but the summary level report as outlined in the template is acceptable.
 4. Report in one currency only and specify the currency if it is not Canadian.
-

Part C

"Additional Information Requested for Year-End Reporting"

The following information is requested:

1. Description of the activities performed under the Repair and Overhaul (R&O) contract(s) supported by the inventory holdings if not supplied on the Part A spreadsheet (such as R&O on Hercules engines);
2. How often stocktaking is performed on the contractor holdings of DND owned inventory;
3. Date of last stocktaking;
4. The accounting method used by the contractor to value the inventory reported first-in-first-out (FIFO), last-in-first-out (LIFO), historical cost or moving weighted average;
5. Is this a sub-contractor to another company? If so, who?
6. DND and contractor point of contact for the inventory report as at 31 Mar 20XX

THIS PAGE INTENTIONALLY LEFT BLANK

PART B

**REPAIRABLE TEMPLATE
INPUT / OUTPUT REPAIRABLE INVENTORY REPORT
FOR THE YEAR ENDING 31 MARCH 20XX**

Opening Inventory as at 1 April 20XX:	<input type="text"/>
Plus: Cost of Goods Purchased or Acquired:	<input type="text"/>
Minus: Consumption / Removals:	<input type="text"/>
Closing Inventory as at 31 March 20XX:	<input type="text" value="\$ -"/>

NOTES

Note 1: The closing inventory as at 31 March 20XX must be equal to the itemized listing of repairable items provided through Part A, DND Owned Inventory Holdings Held by Contractors as at 31 March 20XX.

Note 2: A separate Input / Output Inventory Report is required for Consumable Inventory and Repairable Inventory.

Note 3: Report in one currency only and specify the currency if it is not Canadian.

PART B

**CONSUMABLE TEMPLATE
INPUT / OUTPUT CONSUMABLE INVENTORY REPORT
FOR THE YEAR ENDING 31 MARCH 20XX**

Opening Inventory as at 1 April 20XX:	<input type="text"/>
Plus: Cost of Goods Purchased or Acquired:	<input type="text"/>
Minus: Consumption / Removals:	<input type="text"/>
Closing Inventory as at 31 March 20XX:	<input type="text" value="\$ -"/>

NOTES

Note 1: The closing inventory as at 31 March 20XX must be equal to the itemized listing of consumable items provided through Part A, DND Owned Inventory Holdings Held by Contractors as at 31 March 20XX.

Note 2: A separate Input / Output Inventory Report is required for Consumable Inventory and Repairable Inventory.

Note 3: Report in one currency only and specify the currency if it is not Canadian.

PART C

ADDITIONAL INFORMATION REQUESTED FOR YEAR END REPORTING

	Description of the activities performed under the Repair & Overhaul (R&O) contract(s) supported by the inventory holdings if not supplied on the Part A spreadsheet (i.e. R&O on Hercules engines).
	How often is a stocktaking performed on the contractor holdings of DND owned inventory?
	What is the date of last stocktaking?
	What accounting method is used by the contractor to value the inventory reported (FIFO, LIFO, historical cost or moving weighted average)?
	Is this a sub-contractor to another company? If so, who?
	DND and Contractor points of contact for the inventory report as at 31 March 20XX.

NOTES

Note 1: Inventory reports may be subject to audit by the Office of the Auditor General (OAG).

ANNEX C

BASIS OF PAYMENT – PRICING SCHEDULE

**REPAIR AND OVERHAUL
2-60 KW GENERATORS, DISTRIBUTION BOXES AND LOAD BANKS**

The Contractor is to provide costs based on hourly labour rates, mark-ups, etc. The hourly rates are to be firm, all-inclusive of direct & indirect costs, overhead rates, G&A rates and profit. The Contractor is to provide costs for any additional types of services required (e.g. Environmental costs). Firm hourly rates must be provided for each of the categories listed in order for your bid to be considered responsive. See Annex E – Basis of Payment, paragraph 1.7.

BASIS OF PAYMENT	YEAR 1	YEAR 2
1. Firm hourly rates for in-plant Repair and Overhaul . The Contractor shall be Paid a firm hourly rate for in-plant R&O. This blended R&O rate shall include all rates to complete the R&O tasks including management, (e.g. PM, QA, logistics, administrative & workshop supervisor)	\$	\$
2. Firm hourly rates for Special Investigation and Technical Studies (SITS). Contractor shall be paid the hourly rate indicated for each of the following categories.		
Project Manager	\$	\$
Engineer	\$	\$
Electrician	\$	\$
Technician	\$	\$
Quality Assurance	\$	\$
Draftsman	\$	\$
Other	\$	\$
3. Firm hourly rate for Technical Investigation and Engineering support (TIES). Contractor shall be paid the hourly rate indicated for each of the following categories		
Project Manager	\$	\$
Engineer	\$	\$
Electrician	\$	\$
Technician	\$	\$
Quality Assurance	\$	\$
Draftsman	\$	\$
Other	\$	\$

BASIS OF PAYMENT	YEAR 1	YEAR 2
4. Firm Hourly rate for Field Service Representative (FSR)/Mobile Repair Party (MRP). Contractor shall be paid the hourly rate indicated.	\$	\$
5. For in-plant Repair & Overhaul Subcontracting work (including Mark-up) (not to exceed 50% of MRC) The contractor shall be paid the actual Laid Down Cost plus the firm mark-up indicated.	%	%
6. For contractor Supplied/furnished Spares and material - The contractor shall be paid the actual Laid Down Cost plus the firm mark-up indicated	%	%

Laid down cost is defined as the cost incurred by the Contractor to acquire the parts for resale to the Crown or for subcontractor work. This includes the suppliers invoice price (less trade discounts) plus any applicable charges for transportation, foreign exchange, custom duties and brokerage charges, but excludes GST/HST. Mark up includes the applicable purchasing expense, internal handling and general and administrative overhead expenses plus profit excluding GST/HST. Costs are to be all inclusive, e.g. Environmental costs, but **shown as separate items on invoices.**

1. For the satisfactory performance of the work/tasks as specified in this agreement, the Contractor shall be paid as detailed in Annex D and defined as follows:

1.1 In-Plant Repair:

For all authorized repairs performed in-plant (in-house), the Contractor shall be paid for the actual hours incurred times the applicable Firm hourly rates specified in the Contract. These rates include the time spent inspecting, evaluating and estimating the cost of repairs as well as management, logistics, administrative activities. The Firm hourly rates are subject to the "Not to Exceed" amount specified as the Maximum Repair Cost (MRC) for the item as detailed in the SOW.

1.2 Repairs Beyond Economical Repair (BER)

For authorized evaluation or reduction to spares of BER items at the Contractor's plant or subcontractor's plant, the Contractor shall be paid for the actual hours incurred, times the applicable firm hourly rates as specified in the Contract.

1.3 Technical Investigation and Engineering Support (TIES), Special Investigations and Technical Studies (SITS), Field Service Representative (FSR), and Mobile Repair Party (MRP)

For authorized TIES, SITS, FSR, and MRP's when tasked to do so by a duly signed and completed DND 626, the Contractor shall be paid for the actual hours incurred times the applicable firm hourly rates as specified in the Contract.

1.4 Contractor Supplied Spares (CSS) and Material

For authorized direct materials embodied in-plant, Contractor Supplied Spares (CSS) and material, the Contractor shall be paid the actual Laid Down Cost of the embodied material plus a firm mark-up as specified in the Contract.

1.5 Contractor Furnished Spares

For authorized requests to provide spares for emergency/operational requirements, when tasked to do so by a duly signed and completed DND 626, the Contractor shall be paid the actual Laid Down Cost of the material plus a firm mark-up as specified in the Contract.

1.6 Subcontracting

In the event any work is subcontracted, the Contractor shall charge Canada actual Laid Down Cost of the subcontractor plus the applicable mark-up as specified in the contract. Invoices shall clearly show the labour rate being charged by the subcontractor. However, at no time shall the Contractor charge rates for subcontracting which are in excess of the rate showing under any resulting Contract's Basis of Payment.

1.7 Overtime Work Authorization

Emergency repairs/work which is specifically requested to be performed outside regular business working hours shall be charged at the rate of 1.5 times normal time for overtime on normal days and weekends. Emergency repairs required on statutory holidays shall be charged a two times the normal rate. NO premium overtime shall be charged unless authorized in writing by the Technical Authority.

1.8 Travel & Living (T&L)

The Contractor shall be paid actual T&L costs without any allowance for mark-up or profit. T&L shall be calculated and charged in accordance with TB Guidelines.

2. OPTION YEARS

If the Option Years are exercised, the labour rate will be established as detailed below. The labour rate for each Option Year will be determined using the following formulae:

2.1 Option year 1

Increases or decreases for labour costs must be adjusted to reflect the average change in the Consumer price Index (CPI), CANSIM Table 281-0039 Fixed weighted index of average

hourly earnings for all employees, excluding overtime, customized to the Region/Province in which the majority of the work is performed and limited to industrial aggregate excluding unclassified businesses. The average monthly increase/decrease for the 12 months-period six months prior to the contract end date is the factor that must be used. This change must be applied to the Period 2 labour rate to arrive at the Option Year 1 labour rate.

2.2 Option Year 2

Increases or decreases for labour costs must be adjusted to reflect the average change in the Consumer Price Index (CPI), CANSIM Table 281-0039 Fixed weighted index of average hourly earnings for all employees, excluding overtime, customized to the Region/Province in which the majority of the work is performed and limited to industrial aggregate excluding unclassified businesses. This change must be applied to the Option Year 1 labour rate to arrive at the Option Year 2 labour rate.

2.3 Option Year 3

Increases or decreases for labour costs must be adjusted to reflect the average change in the Consumer Price Index (CPI), CANSIM Table 281-0039 Fixed weighted index of average hourly earnings for all employees, excluding overtime, customized to the Region/Province in which the majority of the work is performed and limited to industrial aggregate excluding unclassified businesses. The average monthly increase/decrease for the 12 months-period six months prior to the contract end date is the factor that must be used. This change must be applied to the Option Year 2 labour rate to arrive at the Option Year 3 labour rate.

ANNEX D

QUARTERLY USAGE REPORT

An excel format template will be provided to the Contractor for use in submitting electronically the standing offer quarterly usage report. The quarterly reporting requirements include the following details:

Standing Offer #
Reporting Period
Report Total \$
Cumulative total for SO
Identified User
Division
City
Quantity
Unit Price
Total Value
Order Date
Date of Invoice
Delivery Date

TASK AUTHORIZATION AUTORISATION DES TÂCHES

<p>All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.</p>		<p>Contract no. – N° du contrat W8485-06BA02/001/BB</p>
<p>Amendment no. – N° de la modification</p>		<p>Task no. – N° de la tâche</p>
<p>Increase/Decrease – Augmentation/Réduction</p>	<p>Previous value – Valeur précédente</p>	
<p>To – À</p>	<p>TO THE CONTRACTOR You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task. Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract.</p>	
<p>Delivery location – Expédié à</p>	<p>À L'ENTREPRENEUR Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande. Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.</p>	
<p>Delivery/Completion date – Date de livraison/d'achèvement</p>	<p style="text-align: center;">_____</p> <p style="text-align: center;">Date for the Department of National Defence pour le ministère de la Défense nationale</p>	
<p>Contract item no. N° d'article du contrat</p>	<p style="text-align: center;">Services</p>	<p style="text-align: center;">Cost Prix</p>
	GST/HST TPS/TVH	
	Total	
<p>APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.</p> <p>NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC : La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.</p>		
<p style="text-align: center;">_____</p> <p style="text-align: center;">for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux</p>		

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédié à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.