

**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**

<b>Title - Sujet</b> AIRCRAFT TOW TRACTOR	
<b>Solicitation No. - N° de l'invitation</b> W8476-145004/A	<b>Date</b> 2013-12-16
<b>Client Reference No. - N° de référence du client</b> W8476-145004	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HS-597-64183	
<b>File No. - N° de dossier</b> hs597.W8476-145004	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-01-29</b>	<b>Time Zone Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Bourassa, Chantal	<b>Buyer Id - Id de l'acheteur</b> hs597
<b>Telephone No. - N° de téléphone</b> (819) 956-6763 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5227
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> <div>Specified Herein Précisé dans les présentes</div>	

**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**  
Industrial Vehicles & Machinery Products Division  
11 Laurier St./11, rue Laurier  
7B1, Place du Portage, Phase III  
Gatineau  
Québec  
K1A 0S5

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

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hs597

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

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## **PART 1 - GENERAL INFORMATION**

### **1. Introduction**

The bid solicitation and resulting contract document is divided into seven (7) parts plus 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 and states that the Bidder agrees to be bound by the clauses and conditions contained in all parts of 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;
- Part 6 Security, Financial and Other Requirements includes specific requirements that must be addressed by bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The attachments include the Annex A - Pricing, the purchase description, the technical information questionnaire.

### **2. Summary**

The Department of National Defence has a requirement to purchase three (3) Aircraft Tow Tractor, Variant I and ancillary items, including training and one (1) Aircraft Tow Tractor, Variant II and ancillary items, including training in accordance with the Purchase Description for Aircraft Tow Tractor, 2,722 KG (6,000 lb) DBP ECC 168105, ECC 168115, dated November 25, 2013 , and as described at Annex A - Pricing.

The requirement includes an option to purchase one (1) Aircraft Tow Tractor of Variant I and ancillary items and one (1) Aircraft Tow Tractor of Variant II and ancillary items to be exercised within twelve (12) months from the effective date of the contract.

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement, the North American Free Trade Agreement, the Canada-Columbia

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Free Trade Agreement, the Canada-Peru Free Trade Agreement, the Canada-Panama Free Trade Agreement and the Agreement on Internal Trade.

### **3. Debriefings**

After contract award, bidders may request a debriefing on the results of the bid solicitation. Bidders should make the request to the Contracting Authority within 15 working days of receipt of notification that their bid was unsuccessful. The debriefing may be provided 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 issued by Public Works and Government Services Canada (PWGSC).

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the terms 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 05.4** of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

**Delete:** Bids will remain open for acceptance for a period of not less than sixty (60) days from the closing date of the bid solicitation

**Insert:** Bids will remain open for acceptance for a period of not less than ninety (90) calendar days from the closing date of the bid solicitation

### 2. Submission of Bids

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

### 3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

#### **4. Applicable Laws**

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

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

#### **5. Improvement of Requirement During Solicitation Period**

Should bidders consider that the specifications, Statement of Work or Purchase Description contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least seven (7) calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

#### **6. Environmental Considerations**

Canada is committed to greening its supply chain. In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired. Environmental performance considerations include, among other things: the reduction of greenhouse gas emissions and air contaminants; improved energy and water efficiency; reduced waste and support reuse and recycling; the use of renewable resources; reduced hazardous waste; and reduced toxic and hazardous substances. In accordance with the Policy on Green Procurement, for this solicitation:

The successful bidder will be requested, after contract award, to provide all correspondence including (but not limited to) documents, reports and invoices in electronic format unless otherwise specified by the Contracting Authority, the Technical Authority or the Procurement Authority, thereby reducing printed material.

Bidders should recycle (shred) unneeded copies of non-classified/secure documents (taking into consideration the Security Requirements).

Product components used in performing the services should be recyclable and/or reusable, whenever possible.



## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **1. Bid Preparation Instructions**

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

First page of the Request for Proposal signed by the bidder or an authorized representative of the Bidder (1 signed copy)

Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

Section IV: Additional Information (1 hard copy)

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

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

### **Section I: Technical Bid**

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Bidders should submit, with their bid, the completed Technical Information Questionnaire.

### **1. Substitutes and Alternatives**

Bidders may propose substitutes and alternatives where "shall<sup>(E)</sup>" is indicated in the technical requirement description (Purchase Description).

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1. Substitutes and alternatives that are equivalent in form, fit, function, quality and performance will be considered for acceptance by the Technical Authority where the Bidder:
  - (a) Clearly identifies a substitute and/or an alternative;
  - (b) Designates the brand name, model and/or part number of the substitute and/or of the product, where applicable;
  - (c) States that the substitute product is fully interchangeable with the item specified in the technical requirement description;
  - (d) Provides complete specifications and brochures, where applicable;
  - (e) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
  - (f) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.
2. Substitutes and alternatives offered as equivalent in form, fit, function quality and performance will not be considered for acceptance by the Technical Authority if:
  - (a) The bid fails to provide all of the information requested to allow the Technical Authority to fully evaluate the equivalency; or
  - (b) The substitute and/or the alternative fail to meet or fail to exceed the technical requirements specified in the technical requirement description.
3. Bidders are encouraged to offer or suggest green products whenever possible.

## **Section II: Financial Bid**

Bidders must submit their bid in accordance with the Basis of Payment specified in Part 7 and Annex A - Pricing. The total amount of applicable taxes must be shown separately.

Bidders should complete Annex A and submit it with their bid.


### **1. SACC Manual Clauses**


#### **1.1 Exchange Rate Fluctuation Risk Mitigation**

1. The Bidder may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Bidder claims for an exchange rate adjustment, this request must be clearly

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indicated in the bid at time of bidding. The Bidder must submit form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.

2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
4. At time of bidding, the Bidder must complete columns (1) to (4) on form [PWGSC-TPSGC 450](#) , for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Bidder will not be accepted for the purposes of this exchange rate fluctuation provision.

### **Section III: Certifications**

#### **1. Certifications**

Bidders must submit the certifications required under Part 5.

### **Section IV: Additional Information**

#### **1. Additional Information**

Canada requests that bidders submit the following information:

##### **1.1 Delivery**

###### **1.1.1 Firm Quantity**

While delivery of the equipment/vehicle is requested by March 31, 2014, the best delivery that could be offered is as follows:

Item 001 – Variant I

Destination CFB Petawawa, Ontario

Two (2) Aircraft Tow Tractor and ancillary items will be delivered within \_\_\_\_\_ weeks/calendar days from the effective date of the contract.

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Destination CFB Garnison St-Jean, Quebec

One (1) Aircraft Tow Tractor and ancillary items will be delivered within \_\_\_\_\_ weeks/calendar days from the effective date of the contract.

Variant II

Destination CFB Garnison St-Jean, Quebec

One (1) Aircraft Tow Tractor and ancillary items will be delivered within \_\_\_\_\_ weeks/calendar days from the effective date of the contract.

### **1.1.2 Optional Quantity**

The best delivery that could be offered is as follows:

Item 002 – Variant I

If an option is exercised, one (1) Aircraft Tow Tractor and ancillary items will be delivered within \_\_\_\_\_ weeks/calendar days.

Variant II

If an option is exercised, one (1) Aircraft Tow Tractor and ancillary items will be delivered within \_\_\_\_\_ weeks/calendar days.

### **1.2 Supplier Contacts**

Name and telephone number of the person responsible for:

General enquiries

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

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

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

Delivery follow-up

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

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

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

### **1.3 After Sales Service – Destination CFB Petawawa, Ontario**

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Canada requests that the Bidder provide the names, addresses and telephone numbers of their dealers and/or agents authorized to provide after sales service, maintenance and warranty repairs, and a full range of repair parts for the vehicle/equipment offered. The Bidder should show the distance between the delivery location and the authorized dealer and/or agent and the delivery location, which should not be more than 100 kilometres.

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

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

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

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

### **1.3.1 After Sales Service – Destination CFB Garrison St-Jean, Quebec**

Canada requests that the Bidder provide the names, addresses and telephone numbers of their dealers and/or agents authorized to provide after sales service, maintenance and warranty repairs, and a full range of repair parts for the vehicle/equipment offered. The Bidder should show the distance between the delivery location and the authorized dealer and/or agent and the delivery location, which should not be more than 100 kilometres.

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

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

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

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

### **1.4 Manufacturer's Standard Warranty Period**

Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the vehicle/equipment and its component that exceeds the minimum warranty period of **twelve (12) months or 2000 hours of usage, whichever comes first**. Any additional manufacturer's standard warranty such as those derived from the Original Equipment Manufacturer (OEM) for component/sub-assemblies will form part of the proposed contract.

### **1.5 Extended Warranty Period**

Canada requests that the Bidder indicate if an extended warranty period is being offered that exceeds the minimum warranty period of twelve (12) months or 2000 hours of usage, whichever comes first.

If yes, Canada requests that the Bidder provide details and pricing information of any extended warranty period available for the vehicle/equipment and any ancillary items.

Any extended warranty period offered will not be included in the financial evaluation.

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **1. Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

### **1.1. Mandatory Technical Evaluation Criteria**

#### **1.1.1 Mandatory Proof of Compliance**

Bidders must submit, with their bid, all proof of compliance required in the Purchase Description and the Technical Information Questionnaire.

#### **1.1.2 Substitutes and/or Alternatives**

Bidders proposing substitutes and/or alternatives must provide with their bid, all the information as detailed in Part 3, Section 1, - Substitutes and Alternatives to be considered for evaluation.

### **1.2. Mandatory Financial Evaluation Criteria**

**1.2.1.** Bidders must provide with their bid all financial information requested in the bid solicitation and at Annex A - Pricing for items 001, 002 and 004.

**1.2.2** The prices of the bid must be in Canadian dollars, DDP Delivered Duty Paid at destination, Incoterms 2000, for item 001 the firm quantity and FCA Free Carrier at Contractor's Canadian facility or the Contractor's Canadian Distribution Point, Incoterms 2000 for items 002 (optional quantity) and 004 (optional training), Canadian Custom Duties and Excise Taxes included where applicable, and Applicable Taxes are extra.

#### **1.2.3 Aggregate Evaluated Price**

Bids will be evaluated on an aggregate price basis for the firm quantity, the optional quantity and training (option) as follows:

- a) the firm lot prices for the firm quantity will be multiplied by their identified quantities to obtain the evaluated price of the firm quantity;
- b) the firm lot prices for the optional quantity will be multiplied by the their identified estimated quantity quantities to obtain the evaluated price of the optional quantity;
- c) the firm lot prices for the training (option) will be multiplied by the their identified estimated quantity quantities to obtain the evaluated price of the training (option).;
- d) the sum of all evaluated prices will determine the evaluated aggregate price.

**2. Basis of Selection**

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical and financial evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated aggregate price will be recommended for award of a contract.

## **PART 5 - CERTIFICATIONS**

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

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

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

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

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

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

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

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

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

### **2. Additional Certifications Precedent to Contract Award**

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



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**2.1 Product Conformance**

The Bidder certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the contract, to all technical specifications of the purchase description(s).

This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

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Bidder's authorized representative signature

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Date

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## **PART 6 – SECURITY AND FINANCIAL REQUIREMENTS**

### **1. Security Requirement**

There is no security requirement associated with this bid solicitation.

### **2. Financial Capability**

<b>SACC Reference</b>	<b>Title</b>	<b>Date</b>
A9033T	Financial Capability	2012-07-16

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## **PART 7 - RESULTING CONTRACT CLAUSES**

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

### **1. Requirement**

The Contractor must deliver three (3) Aircraft Tow Tractor, Variant I and ancillary items, including training and one (1) Aircraft Tow Tractor, Variant II and ancillary items, including training in accordance with the Purchase Description for Aircraft Tow Tractor, 2,722 KG (6,000 lb) BDP ECC 168105, ECC 168115, dated October 15, 2013 , and as described at Annex A - Pricing.

An option is included to purchase one (1) Aircraft Tow Tractor of Variant I and ancillary items and one (1) Aircraft Tow Tractor of Variant II to be exercised within (twelve (12) months from the effective date of the contract.

### **1.1 Technical Changes, Substitutes and Alternatives**

Any technical changes, substitutes and alternatives proposed by the Contractor must be evaluated for acceptance by the Technical Authority. Any substitutes and alternatives must be equivalent in form, fit, function, quality and performance to what is being replaced and must be at no additional cost to Canada. Substitutes and alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A contract amendment or a completed Design Change/Deviation form will be issued.

Should the Technical Authority not accept the substitute or the alternative and the Contractor is unable to meet the technical requirement, Canada may terminate the contract for default in accordance with the general conditions stated in the contract.

### **1.2 Optional Goods and/or Services**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described herein under the same conditions and at the prices and or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The option may be exercised at the discretion of Canada in whole or in part or in more than one occasion, up to the maximum quantity identified herein.

The Contracting Authority may exercise the option within twelve (12) months after contract award by sending a written notice to the Contractor.

The Contractor must advise the Technical Authority and Contracting Authority of any design updates that could affect the procurement of additional vehicles/equipment.

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## **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**

2010A (2013-04-25), General Conditions - Medium Complexity - Goods, apply to and form part of the Contract.

Section 09 entitled Warranty of General Conditions 2010A is amended as follows:

At subsection 1, delete the following: “The warranty period will be twelve (12) months” and replace with the following: “The warranty period will be twelve (12) months, or 2,000 hours of usage, whichever comes first”.

Delete subsection 2 in its entirety and replace with the following:

The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

If action to effect repairs under warranty cannot be initiated within two (2) working days and completed within a reasonable length of time or if the Contractor has no repair facilities in the immediate vicinity (within 100 kilometres) of the specified delivery destinations (consignees), Canada reserves the right to make such repairs and be reimbursed by the Contractor at the rate of \$103.91 per hour for labour and the cost for replaced parts.”

All other provisions of the warranty section remain in effect.

## **3. Term of Contract**

### **3.1 Delivery Date**

Delivery of the vehicle/equipment must be made as follows:

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### **Firm Quantity**

Item 001 – Variant I

Destination – CFB Petawawa, Ontario

Two (2) Aircraft Tow Tractor and ancillary items must be delivered within to be inserted by PWGSC weeks/calendar days from the effective date of the contract.

Destination – CFB Garrison St-Jean, Quebec

One (1) Aircraft Tow Tractor and ancillary items must be delivered within to be inserted by PWGSC weeks/calendar days from the effective date of the contract.

Variant II

Destination – CFB Garrison St-Jean, Quebec

One (1) Aircraft Tow Tractor and ancillary items must be delivered within to be inserted by PWGSC weeks/calendar days from the effective date of the contract.

### **Optional Quantity**

Item 002 – Variant I

If the option is exercised, one (1) Aircraft Tow Tractor and ancillary items must be delivered within to be inserted by PWGSC weeks/calendar days after an option is exercised.

Variant II

If the option is exercised, one (1) Aircraft Tow Tractor and ancillary items must be delivered within to be inserted by PWGSC weeks/calendar days after an option is exercised.

## **4. Authorities**

### **4.1 Contracting Authority**

The Contracting Authority for the Contract is:

Chantal Bourassa

Supply Officer

Public Works and Government Services Canada

Acquisitions Branch

LEFTD - HS Division

Place du Portage, Phase III, 7B1

Gatineau, Quebec K1A 0S5

Telephone: 819-956-6763

Facsimile: 819-956-5227

E-mail address: chantal.bourassa@forces.gc.ca

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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.

#### **4.2 Procurement Authority**

The Procurement Authority for the contract is:

To be inserted by PWGSC

DLP \_\_\_\_\_

National Defence Headquarters

Mgen. George R. Pearkes Building

101 Colonel By Drive

Ottawa, Ontario K1A 0K2

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

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

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

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.

#### **4.3 Technical Authority**

The Technical Authority for the Contract is:

To be inserted by PWGSC

National Defence Headquarters

Mgen. George R. Pearkes Building

101 Colonel By Drive

Ottawa, Ontario K1A 0K2

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

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

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

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

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#### **4.4 Contractor's Representative**

##### **General enquiries**

Name: To be inserted by PWGSC

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

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

##### **Delivery follow-up**

Name: To be inserted by PWGSC

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

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

#### **4.5 After Sales Service - CFB Petawawa, Ontario**

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs; and a full range of repair parts for the vehicle/equipment offered:

Distance between the delivery location and the dealer and/or agent: to be inserted by PWGSC  
km

Name:

Address:

Telephone Number:

#### **4.6 After Sales Service - CFB Garrison St-Jean, Quebec**

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs; and a full range of repair parts for the vehicle/equipment offered:

Distance between the delivery location and the dealer and/or agent: to be inserted by PWGSC  
km

Name:

Address:

Telephone Number:

### **5. Payment**

#### **5.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm price(s) specified in Annex "A" - Pricing, and as follows:

#### **5.1.1 Basis of Payment (BOP) Type 1**

Firm lot prices in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

#### **5.1.2 Basis of Payment (BOP) Type 2**

Firm lot prices in Canadian dollars, FCA Free Carrier, Incoterms 2000 at Contractor's Canadian facility or Contractor's Canadian distribution point, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

#### **5.1.3 Basis of Payment (BOP) Type 3**

Price to be negotiated in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

The transportation cost will be "negotiated" when Canada intends to exercise an option and has identified the applicable quantities and destinations. When requested by Canada, as a basis for negotiation, the Contractor must provide the transportation price(s) and relevant information.

#### **5.1.4 Basis of Payment (BOP) Type 4**

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive (<http://www.njc-cnm.gc.ca/directive/index.php?sid=90&hl=1&lang=eng>), 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 Technical Authority. All payments are subject to government audit.

All travel and living expenses incurred in the performance of the work outside Canada will be the Contractor's responsibility.

When requested by Canada, the Contractor must provide an estimated cost and relevant information for the travel and living.

### **5.2 SACC Manual Clauses**

<b>SACC Reference</b>	<b>Title</b>	<b>Date</b>
C6000C	Limitation of Price	2011-05-16
H1001C	Multiple Payments	2008-05-12



### 5.3 Exchange Rate Fluctuation Adjustment

1. The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.

2. For each line item where a FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the exchange rate fluctuation amount is determined in accordance with the provision of this clause.

3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provisions in the contract. The exchange rate adjustment amount will be calculated in accordance with the following formula:

$$\text{Adjustment} = \text{FCC} \times \text{Qty} \times (i_1 - i_0) / i_0$$

where formula variables correspond to:

**FCC**

Foreign Currency Component (per unit)

**$i_0$**

Initial exchange rate (CAN\$ per unit of foreign currency [e.g. US\$1])

**$i_1$**


exchange rate for adjustments (CAN\$ per unit of foreign currency [e.g. US\$1])

**Qty**

quantity of units


4. The initial exchange rate is typically set as the noon rate as published by the Bank of Canada on the solicitation closing date.

5. For goods, the exchange rate for adjustment will be the noon rate as published by the Bank of Canada on the date the goods were delivered. For services, the exchange rate for adjustment will be the noon rate on the last business day of the month for which the services were performed. For advance payments, the exchange rate for adjustment will be the noon rate on the date the payment was due. The most recent noon rate will be used for non-business days.

6. The Contractor must indicate the total exchange rate adjustment amount (either upward, downward or no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments.

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7. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form [PWGSC-TPSGC 450](#)  (i.e.  $[i_1 - i_0] / i_0$ ).

8. Canada reserves the right to audit any revision to costs and prices under this clause.

## **6. Invoicing**

### **6.1 Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions.

2. Invoices cannot be submitted before delivery, inspection and acceptance of the vehicle/equipment/service.

3. The Applicable Taxes must be calculated on the total amount of the invoice before the holdback is applied. At the time the holdback is claimed, there will be no taxes payable as they were claimed and payable under the previous invoice for the vehicle/equipment/service.

4. Upon delivery, inspection and acceptance of all ancillary items related to such vehicle/equipment/service the Contractor can submit an invoice for the release of the holdback.

5. Each invoice must be supported by:

(a) a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;

6. The Contractor is requested to provide invoices in electronic format unless otherwise specified by the Contracting Authority or Procurement Authority, thereby reducing printed material.

7. Invoices must be distributed as follows:

(a) The original must be forwarded or emailed to the Procurement Authority identified under the section entitled "Authorities" of the Contract for acceptance and payment.

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

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

### **6.2 Holdback**

1. Canada will apply a ten (10) percent holdback on any due payment for the vehicle/equipment/service (Items 001, 002 and 004) until delivery, inspection and acceptance of all ancillary items related to such vehicle/equipment/service.

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2. Subsequent to delivery, inspection and acceptance of all ancillary items related to such vehicle/equipment/service the Contractor must submit an invoice for the release of the Holdback in accordance with "Invoicing Instructions" found in this contract.

## **7. Certifications**

### **7.1 Compliance**

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

## **8. Applicable Laws**

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

## **9. 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 2010A (2013-04-25) General Conditions - Medium Complexity - Goods;
- (c) Annex A - Pricing;
- (d) Purchase Description for Aircraft Tow Tractor, 2,722 KG (6,000 lb) DBP ECC 168105, ECC 168115, dated November 25, 2013;
- (e) The Contractor's bid dated (to be inserted by PWGSC) \_\_\_\_\_, as amended (to be inserted by PWGSC) \_\_\_\_\_.

## **10. SACC Manual Clauses**

<b>SACC Reference</b>	<b>Title</b>	<b>Date</b>
A1009C	Work Site Access	2008-05-12
A9006C	Defence Contract	2012-07-16
A9049C	Vehicle Safety	2011-05-16
C2800C	Priority Rating	2013-01-28
C2801C	Priority Rating - Canadian Contractors	2011-05-16
D5510C	Quality Assurance Authority - (DND) - Canadian Based Contractor	2012-07-16
D5515C	Quality Assurance Authority (DND) - Foreign-based and United States Contractor	2010-01-11

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D5540C	ISO 9001:2008 Quality Management Systems - Requirements (QAC Q)	2010-08-16
D5604C	Release Document (DND) - Foreign Based Contractor	2008-12-12
D5605C	Release Documents (DND) - United States-based Contractor	2010-01-11
D5606C	Release Documents (DND) - Canadian-based Contractor	2012-07-16
G1005C	Insurance	2008-05-12

### **11. Inspection and Acceptance**

The Technical Authority or his representative is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or its representative. Should any report, document, good or service not be in accordance with the requirements of the Purchase Description and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

### **12. Preparation for Delivery**

1. The vehicle/equipment shall be serviced, adjusted and delivered in condition for immediate use. The interior and exterior must be cleaned before leaving the factory and being released to the inspection authority or consignee at the final delivery location.
2. All vehicles/equipment are to be delivered by appointment only. Any attempt by the carrier to deliver the vehicles/equipment without an appointment may be refused. When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable, to pay for any additional costs.

### **13. Shipping Instructions - Delivery at Destination**

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (in accordance with Annex A - Pricing) as specified below. Unless otherwise directed, delivery must be made by the most economical means. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and Applicable Taxes.
2. The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the person identified in Annex A - Pricing. The consignee may refuse shipments when prior arrangements have not been made.

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**14. Delivery and Unloading (firm quantity)**

1. Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility.

**15. Release Documents - Distribution**

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

One (1) copy mailed to consignee marked: "Attention: Receipts Officer";

Two (2) copies with shipment (in a waterproof envelope) to the consignee;

One (1) copy to the Contracting Authority;

One (1) copy to:

National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A 0K2  
Attention: \_\_\_\_\_

One (1) copy to the Quality Assurance Representative;

One (1) copy to the Contractor; and

For all non-Canadian contractors, one (1) copy to:

DQA/Contract Administration  
National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A 0K2  
E-mail: ContractAdmin.DQA@forces.gc.ca.

**16. Post-Contract Award Meeting**

Within ten (10) calendar days from the effective date of the Contract, the Contractor must contact the Contracting Authority to determine if a post-contract award meeting is required. A meeting will be convened at the discretion of the Technical Authority after contract award to review technical and contractual requirements. The Contractor shall be responsible for the preparation and distribution of the minutes of meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Contractor's facilities or at the Department of National Defence facility or via teleconference, at Canada's discretion at no

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additional cost to Canada, with representatives of the Contractor, the Department of National Defence and Public Works and Government Services Canada.

#### **17. Progress Reports**

The Contractor must prepare and submit a monthly progress report electronically to the Procurement Authority, Technical Authority and Contracting Authority.

The Contractor must answer the following questions:

- (i) Is the delivery of the vehicle/equipment and ancillary items on schedule?
- (ii) Is this requirement free of any areas of concern in which the assistance or guidance of Canada may be required?

Each negative response must be supported with an explanation.

#### **18. Tools and Loose Equipment**

For shipment verification, all items and tools, which are shipped loose with the vehicle/equipment must be listed on the Inspection Certificate (CF1280) or on an attached packing note.

#### **19. Assembly/Preparation at Delivery**

The Contractor must send a Service Representative to each delivery destination to perform the assembly/preparation on all vehicles/equipment delivered. The assembly/preparation must be performed at no additional cost to Canada.

#### **20. Interchangeability**

Unless changes during the production run are authorized by the Contracting Authority, all vehicles/equipment supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

#### **21. Environmental Considerations**

Canada is committed to greening its supply chain. In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired. Environmental performance considerations include, among other things: the reduction of greenhouse gas emissions and air contaminants; improved energy and water efficiency; reduced waste and support reuse and recycling; the use of renewable resources; reduced hazardous waste; and reduced toxic and hazardous substances. In accordance with the Policy on Green Procurement:

The Contractor is requested to provide all correspondence including (but not limited to) documents and reports in electronic format unless otherwise specified by the Contracting

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Authority, the Technical Authority or the Procurement Authority, thereby reducing printed material.

The Contractor should recycle (shred) unneeded copies of non-classified/secure documents (taking into consideration the Security Requirements).

Product components used in performing the services should be recyclable and/or reusable, whenever possible.

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## **ANNEX A - PRICING**

### **Item 001 – Aircraft Tow Tractor (Firm Quantity)**

#### **Variant I**

The Contractor must deliver three (3) Aircraft Tow Tractor and ancillary items such as but not limited to vehicle manuals, data summary, photographs, preventive maintenance replacement parts kit list, warranty letter(s), recommended spare parts list, initial parts kit and special tools list including training, in accordance with the attached Purchase Description for Aircraft Tow Tractor, 2,722 KG (6,000 lb) DBP ECC 168105, ECC 168115, dated October 15, 2013.

Manufacturer: (to be inserted by PWGSC) Model: (to be inserted by PWGSC)

#### **Destination A**

Two (2) Aircraft Tow Tractor and ancillary items must be delivered to:

CFB Petawawa  
Major Equipment Section  
Petawawa, Ontario  
K8H 2X3  
Canada

The contact person at destination is: (to be inserted by PWGSC).

Firm lot price of \$ \_\_\_\_\_ per vehicle/equipment and ancillary items, Delivered Duty Paid (... named place of destination), in accordance with Part 7, Basis of Payment Type 1.

#### **Destination B**

One (1) Aircraft Tow Tractor and ancillary items must be delivered to:

Garnison St-Jean  
5 GSS SVC SN MAT/Transport Maintenance  
Edifice/BLDG H101  
CP 100 Succ Bureau-Chef  
Richelain, QC, J0J 1R0  
Canada

The contact person at destination is: (to be inserted by PWGSC).

Firm lot price of \$ \_\_\_\_\_ per vehicle/equipment and ancillary items, Delivered Duty Paid (... named place of destination), in accordance with Part 7, Basis of Payment Type 1.



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## **Variant II**

The Contractor must deliver one (1) Aircraft Tow Tractor and ancillary items such as but not limited to vehicle manuals, data summary, photographs, preventive maintenance replacement parts kit list, warranty letter(s), recommended spare parts list, initial parts kit and special tools list including training, in accordance with the attached Purchase Description for Aircraft Tow Tractor, 2,722 KG (6,000 lb) DBP ECC 168105, ECC 168115, dated October 15, 2013.

Manufacturer: (to be inserted by PWGSC) Model: (to be inserted by PWGSC)

One (1) Aircraft Tow Tractor and ancillary items must be delivered to:

Garnison St-Jean  
5 GSS SVC SN MAT/Transport Maintenance  
Edifice/BLDG H101  
CP 100 Succ Bureau-Chef  
Richelain, QC, J0J 1R0  
Canada

The contact person at destination is: (to be inserted by PWGSC).

Firm lot price of \$ \_\_\_\_\_ per vehicle/equipment and ancillary items, Delivered Duty Paid (... named place of destination), in accordance with Part 7, Basis of Payment Type 1.

## **Item 002 – Aircraft Tow Tractor (Optional Quantity)**

### **Variant I**

If this option is exercised, the Contractor must deliver one (1) Aircraft Tow Tractor and ancillary items such as but not limited to vehicle manuals, warranty letter(s) and initial parts kit excluding training, in accordance with the attached Purchase Description for Aircraft Tow Tractor, 2,722 KG (6,000 lb) DBP ECC 168105, ECC 168115, dated October 15, 2013.

Firm lot price of \$ \_\_\_\_\_ per vehicle/equipment and ancillary items, at Contractor's Canadian facility or Contractor's Canadian distribution point in accordance with Part 7, Basis of Payment Type 2.

Manufacturer: (to be inserted by PWGSC) Model: (to be inserted by PWGSC)

### **Variant II**

If this option is exercised, the Contractor must deliver one (1) Aircraft Tow Tractor and ancillary items such as but not limited to vehicle manuals, warranty letter(s), and initial parts kit excluding training, in accordance with the attached Purchase Description for Aircraft Tow Tractor, 2,722 KG (6,000 lb) DBP ECC 168105, ECC 168115, dated October 15, 2013.

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Firm lot price of \$\_\_\_\_\_ per vehicle/equipment and ancillary items, at Contractor's Canadian facility or Contractor's Canadian distribution point in accordance with Part 7, Basis of Payment Type 2.

Manufacturer: (to be inserted by PWGSC) Model: (to be inserted by PWGSC)

**Item 003 - Transportation Cost (Optional Quantities)**

If an option is exercised in accordance with item 002 above, the Contractor must deliver the vehicle/equipment to destination as follows:

Quantity: (to be inserted by PWGSC if an option is exercised)

The Aircraft Tow Tractor and ancillary items must be delivered to:

(to be inserted by PWGSC if an option is exercised)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The contact person at destination is: (to be inserted by PWGSC if an option is exercised).

Negotiated price of \$(to be negotiated if an option is exercised) per vehicle/equipment, for transportation cost, Delivered Duty Paid (... named place of destination), in accordance with Part 7, Basis of Payment Type 3.

(Item 003 will not be included in the financial evaluation)

**Item 004 - Training (Option)**

If this option is exercised, the Contractor must provide up to two (2) training, in accordance with the attached Purchase Description for Aircraft Tow Tractor, 2,722 KG (6,000 lb) DBP ECC 168105, ECC 168115, dated October 15, 2013.

Firm unit price of \$\_\_\_\_\_ per training in accordance with Part 7, Basis of Payment Type 2.

**Item 005 - Travel and Living for Training (Option)**

The Contractor must deliver the training to:

(to be inserted by PWGSC if an option is exercised)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Estimated Cost: \$(to be inserted by PWGSC if an option is exercised) in accordance with Part 7, Basis of Payment Type 4.

(Item 005 will not be included in the financial evaluation)

**Item 006 – Extended Warranty Period**

If the warranty period is extended for an additional period of \_\_\_\_\_ months/calendar days, the Contractor will be paid a firm unit price of \$\_\_\_\_\_ per vehicle/equipment, Goods and Services Tax or the Harmonized Sales Tax extra.

(Item 006 will not be included in the financial evaluation)

November 25, 2013

**PURCHASE DESCRIPTION  
FOR  
Aircraft Tow Tractor, 2,722 KG (6,000 LB) DBP  
ECC 168105, ECC 168115**

OPI DSVPM 4 – DAPVS 4  
Issued on Authority of the Chief of the Defence Staff  
Publiée avec l'autorisation du Chef d'état-major de la Défense  
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## **1 SCOPE**

### **1.1 Scope**

This Purchase Description details the requirements for an aircraft towing tractor in two variants. Both are diesel engine driven, 4x2 and have a 2,722 Kg (6,000 lb) minimum drawbar pull. Variant I is an open cab design and Variant II is an enclosed cab design.

### **1.2 Instructions**

The following instructions apply to this Purchase Description:

- a. Requirements, which are identified by the word “**shall**”, are mandatory. Deviations will not be permitted;
- b. Requirements identified by “**shall**<sup>(E)</sup>” are mandatory. The Technical Authority will consider substitutes/alternatives for acceptance as an Equivalent;
- c. Requirements identified with a “will” define actions to be performed by Canada and require no action/obligation on the Contractor’s part;
- d. Where “**shall**”, “**shall**<sup>(E)</sup>”, or “will” are not used, the information provided is for guidance only;
- e. In this document “provided” **shall** mean “provided and installed”;
- f. Where technical certification is required, a copy of the certification or an acceptable proof of compliance **shall** be provided upon request, at no cost for Canada;
- g. Metric measurements **shall** be used to define the requirement. Other measurements are for reference only and may not be exact conversions; and
- h. Dimensions stated as nominal **shall** be treated as approximate dimensions. Nominal dimensions reflect a method by which materials or products are generally identified for sale commercially, but which differ from the actual dimensions.

### **1.3 Definitions**

The following definitions apply to the interpretation of this Purchase Description:

- a. “Technical Authority” - The government official responsible for technical content of this requirement;
- b. “Vehicle” - refers to the chassis, and parts provided with the frame before the addition of the required equipment;
- c. “Proof of Compliance” – A proof of compliance is defined as an unaltered document, such as a brochure and/or technical literature and/or a third party test report provided by a nationally and/or internationally recognized testing facility and/or a report generated by a nationally and/or internationally recognized third party software. The document shall provide detailed information on each performance requirement and/or specification. Where a document submitted as Proof of Compliance does not cover all the performance requirements and/or specifications or when no such document is available or when modifications to the original equipment or customization are required to achieve the performance requirements and/or specifications, a Certificate of Attestation (as a separate document) signed by a senior engineer representing the Original Equipment Manufacturer (OEM) detailing the modifications and how they meet the performance requirements and/or specifications shall be provided. The certificate shall detail all performance requirements and/or specifications required to substantiate compliance. One certificate can be provided for one or all performance requirements and/or specifications.

- d. "Vehicle/equipment" - refers to the completely manufactured vehicle in either variant with all related parts and equipment installed;

## **2. APPLICABLE DOCUMENTS**

### **2.1 Government Furnished Documents**

N/A

### **2.2 Other Publications**

The following documents form part of this Purchase Description. Web sites for the organization are given when available. Effective documents are those in effect on date of manufacture. Sources are as shown:

#### **SAE Handbook**

Society of Automotive Engineers Inc.  
400 Commonwealth Dr.,  
Warrendale, PA, 15096  
<http://www.sae.org>

#### **Anthropometric Survey of the Land Forces, 1998**

<http://cradpdf.drdc-rddc.gc.ca/PDFS/zbc76/p508756.pdf>

#### **Occupational Health and Safety Act (OHSA), 1990**

Ontario Ministry of Labour,  
400 University Ave.,  
Toronto, Ontario M7A 1T7  
<http://www.labour.gov.on.ca/>

#### **Automotive (On-road) Diesel Fuel**

CAN/CGSB Standard 3.517-2007  
Standards Council of Canada  
270 Albert Street, suite 200  
Ottawa, ON K1P 6N7  
Canada  
<https://www.scc.ca/en>

## **3. REQUIREMENTS**

### **3.1 Standard Design**

The vehicle/equipment **shall**:

- a. Be the manufacturer's latest model having demonstrated industry acceptability by having been manufactured and sold commercially for at least 2 years, or, **shall** be manufactured by a company that has at least 5 years experience in design and manufacturing comparable type of equipment of equivalent or greater complexity;
- b. Have engineering certification for this application from the original manufacturers of major equipment systems and assemblies;
- c. Conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture;

- d. Have system and component capacities not greater than their published ratings (i.e. product or component brochures) or accompanied by proof of compliance; and
- e. Include all components, equipment, and accessories normally supplied for this application, although they may not be specifically described in this purchase description.

### **3.1.1 Design Principles**

- a. Standard Components - Commercially available standard parts complying with commercial standards **shall** be used wherever possible;
- b. Interchangeability - All components, assemblies, and sub-assemblies used in the construction **shall** be designed and manufactured to dimensional tolerances, which will permit interchangeability and facilitate replacement of parts;
- c. Spare Parts - The manufacturer **shall** select components readily available for a minimum period of fifteen (15) years from the date of manufacture;
- d. Maintainability – All routine maintenance and repair tasks **shall** be able to be preformed at the operator skill level and accessible without the disassembly of major components; and
- e. Modularity - Major assemblies **shall** be able to be disconnected and removed from the vehicle without the necessity for extensive disassembly of components.

### **3.2 Operating Conditions**

#### **3.2.1 Weather**

The vehicle/equipment **shall** operate under the extremes of weather conditions found in Canada in temperatures ranging from -40 to 37° C (-40 to 99° F) and cold starting from -40° C with external aids.

#### **3.2.2 Terrain**

The vehicle/equipment **shall** be operable on concrete and asphalt surfaces. Terrain conditions **shall** include year round operations on rain, snow, hard packed snow and ice with up to 2% slope in all weather conditions.

### **3.3 Human Engineering and Safety**

The vehicle/equipment, all systems and components **shall** comply with the most recent requirements of the applicable SAE standards, the Anthropometric Survey of the Land Forces and relevant sections of the OHSA and **shall**:

- a. Be safe and easy to use by a person with suitable clothing for all 5-95th percentile body dimension and 5th percentile strength under all operating conditions;
- b. Have all entry and exit points equipped with handles and steps suitably positioned where required, to accommodate 5-95th percentile body dimensions under all operating conditions; and
- c. Be equipped, where required for operator safety, with safety features such as warning and instruction plates, non-slip walking surfaces and heat shields.

### **3.4 Noise Level**

The vehicle/equipment exterior noise level **shall** meet the requirements of legislation relative to OHSA, SAE Recommended Practice J1096 both at the operator's station and exterior to the vehicle.

### **3.5 Weight Ratings**

Weight of the vehicle/equipment **shall** be sufficient to attain the specified Drawbar Pull. Static weight distribution **shall**<sup>(E)</sup> be approximately 50 percent on the front axle and 50 percent on the rear axle. The vehicle **shall** have a Gross Vehicle Weight Rating (GVWR), as published in the manufacturer's literature and engineering data which is at least equal to the total of the load rating and the curb weight of the completed vehicle, including full fuel tanks, all lubricants and fluids, and all special equipment, and **shall** be as follows:

- a. The vehicle **shall** have a Gross Axle Weight Rating (GAWR) for each axle equal to or less than the load rating of the weakest component in the axle system, i.e., axle housing, suspension, wheels, or tires;
- b. The GAWR for each axle **shall** be sufficient to support the total load imposed on the axle when the vehicle is fully loaded; no vehicle component to be loaded greater than its rated capacity; and
- c. Component and vehicular load and capacity ratings **shall** not be raised above normal commercial levels in order to meet the requirements of this specification.

### **3.6 Performance**

#### **3.6.1 Vehicle Performance**

The unladen vehicle **shall** achieve a speed of at least 21 km/h (13 miles/hr) on a level paved surface.

#### **3.6.2 Drawbar Pull**

The vehicle **shall** provide a minimum Drawbar Pull of 2,722 kg (6,000 lb) on dry level concrete.

### **3.7 Chassis**

The chassis **shall** be of reinforced construction suitable to withstand all stresses applied on it in all operating conditions. The design **shall** provide adequate strength and torsional rigidity to ensure satisfactory operation under specified operating conditions.

### **3.8 Engine**

The engine **shall** be liquid cooled and operate on diesel fuel to CAN/CGSB Standard 3.517-2007 type A-ULS or B-ULS without detrimental effects on the engine.

#### **3.8.1 Engine Components**

Engine components **shall**<sup>(E)</sup> include:

- a. A dry type air cleaning system including a filter restriction gauge;
- b. Engine coolant, cooling system and radiator recommended by the OEM that is capable of operating within the conditions stated in section 3.2;
- c. An oil filtering system. The filter **shall**<sup>(E)</sup> be spin on type;
- d. An engine de-rating and shutdown system with an indicator light; and
- e. Any measures other than those already required by this purchase description that are necessary to adhere to the engine manufacturer's recommendations for aerial device and vehicle operation under cold weather conditions.

#### **3.8.2 Engine Cold Weather Aids** - Cold weather aids to enable the engine (operating with winter grade fuels/oils) to be started at temperatures down to -40° C **shall** be provided. External electrical power for engine and battery heaters **shall**<sup>(E)</sup> be a single cover-protected plug



accessible without lifting engine covers. The following **shall** be included:

- a. A water separator/fuel filter incorporating an electrical heating system to preheat diesel fuel prior to starting. The heater **shall** be thermostatically controlled;
- b. An in-line fuel heater. The heater **shall**<sup>(E)</sup> be thermostatically controlled to prevent fuel temperature from rising above approximately 43° Celsius (110° Fahrenheit) and be a heat exchanger type connected to the cooling system;
- c. A low temperature starting aid. The engine **shall**<sup>(E)</sup> have glow plugs and / or intake air preheat system;
- d. 110-volt engine heater(s) with a capacity as recommended by the engine manufacturer or conforming to SAE Information Sheet J1310;
- e. 110-volt battery heater(s) having wattage matched to battery size to prevent battery damage due to overheating; and
- f. Housing the battery in an insulated battery box or heated cab.

### **3.9 Fuel Tank(s)**

The fuel tank(s) **shall**<sup>(E)</sup>:

- a. Be the manufacturers standard tank provided for this equipment;
- b. Have separate fuel gauges if more than one non-connected fuel tanks are used.; and
- c. Be at least half full when the equipment is delivered.

### **3.10 Transmission**

The transmission **shall** be the manufacturer's standard for this equipment, which **shall** be fully automatic. It **shall** be compatible with the diesel engine provided and include a safety device to ensure that the engine can only be started in the neutral or park position. The vehicle **shall** be equipped with a transmission oil cooler and backshift control assembly. An easily accessible transmission oil dipstick **shall** be provided.

### **3.11 Axles and Suspension**

The axles and suspension components **shall** be the manufacturer's recommended and **shall** not be loaded greater than their rated capacities during operations. The suspension **shall** maintain wheel contact with the ground over surface unevenness found on airport runways and taxiways.

### **3.12 Brakes**

The vehicle **shall** be equipped with the manufacturer's standard power assisted braking system. A dual split system with discs or drum brakes **shall** not be acceptable.

#### **3.12.1 Parking Brake**

The vehicle **shall** be equipped with a parking brake capable of holding the unloaded vehicle/equipment on a 10 percent gradient. The parking brake control **shall**<sup>(E)</sup> be positioned so it will not interfere with the operator or snag his clothing when entering or exiting the vehicle.

### **3.13 Steering**

The vehicle **shall** be equipped with manufacturer's standard front-wheel power steering system.

### **3.14 Wheels, Rims and Tires**

Wheel, rim and tire requirements **shall**<sup>(E)</sup> include:

- a. Radial ply tires in all locations with a tread pattern compatible with the operating conditions specified in section 3.2;
- b. The tire size and ply ratings **shall** be in accordance with Tire and Rim Association Standards.
- c. Rims in accordance with Tire and Rim Association Standards; and
- d. A spare tire and rim assembly of the same size and ply ratings **shall** be supplied. If the front and rear tires are of different sizes, thne one spare tire and rim assembly for the front and one for the rear **shall** be supplied. The spare tire and rim assemblies can accompany the vehicle as a separate package.

### 3.15 **Application Equipment**

Equipment and features detailed below **shall** be provided:

- a. Two cable activated couplers, one in the front and one in the rear, with a drawbar pull of 30,000 lbs and a vertical load rating of 7,500 lbs. The cables **shall** be a wire rope and compatible with the coupler and **shall** be provided firmly affixed. The couplers **shall** be a Holland Coupler model CP-400-CA;
- b. Removable ballast, if provided, **shall** <sup>(E)</sup> consist of cast blocks or welded steel plate. Liquid or granular ballast **shall** not be provided;
- c. Anti-skid material on walking surfaces of the deck, the vehicle floor and any other surfaces that may require an operator to stand on for operation and maintenance functions, including the brake pedal.
- d. Front and rear license plate holders.

### 3.16 **Variant Specific Requirements**

#### 3.16.1 **Variant I: Without Cab**

The vehicle **shall** be equipped with the manufacturer's standard commercial open-cab two man operators' station designed for maximum visibility in all directions. The cab **shall** <sup>(E)</sup> include:

- a. Have steps for ease of access to each side of the cab. The steps **shall** have anti-skid material on the surface;
- b. Driver and passenger seats with retractable lap belt. The seats **shall** be cushioned, weatherproofed and be adjustable in the fore and aft directions;
- c. Be equipped with a loud electric horn;
- d. Be equipped with the manufacturer's standard instruments. All gauges, instruments and operator controls **shall** be weatherproofed;
- e. Be equipped with a 2.3 kg (5 lb) ULC approved and rechargeable dry chemical fire extinguisher with a minimum rating of 3A10BC equipped with a pressure gauge and service inspection tag, mounted externally and readily accessible by the operator.

#### 3.16.2 **Variant II: With Cab**

The vehicle **shall** be equipped with the manufacturer's standard commercial two man enclosed cab designed for maximum visibility in all directions. The cab **shall** <sup>(E)</sup> include:

- a. Have steps for ease of access to each side of the cab. The steps **shall** have anti-skid material on the surface;

- b. Have a ventilation/heater and defrosting system with multi-speed fan control to keep all cab windows free from frost and moisture;
- c. Driver and passenger seats with retractable lap belt. The seats **shall** be cushioned, weatherproofed and be adjustable in the fore and aft directions;
- d. Have safety glass windows. The glass **shall** be tinted to reduce solar heating load and **shall<sup>(E)</sup>** be equipped with a minimum of two adjustable sun visors and a sliding rear cab window;
- e. Have two speed wipers with intermittent wipe feature to clear the windshield during driving operations, and where the wiper blades **do not** travel from a vertical centre windshield position to a horizontal position near the roof line. The windshield washer system **shall** be electronically operated with a large capacity, easily accessible reservoir;
- f. Have two lockable metal doors with sliding door windows equipped with two position détente style door stops, or one door and both visibly labelled windows as an emergency operator escape routes;
- g. Two heavy-duty heated exterior mirrors. Mirror glass **shall<sup>(E)</sup>** be replaceable and **shall<sup>(E)</sup>** include convex mirrors mounted on the lower portion on each mirror assembly;
- h. Be equipped with a loud electric horn;
- i. Be equipped with the manufacturer's standard instruments. All gauges, instruments and operator controls **shall** be weatherproofed;
- j. Be equipped with a 2.3 kg (5 lb) ULC approved and rechargeable dry chemical fire extinguisher with a minimum rating of 3A10BC equipped with a pressure gauge and service inspection tag, mounted externally and readily accessible by the operator.

### 3.17 **Controls**

The vehicle **shall** be equipped with the manufacturer's standard controls. Left hand drive controls **shall** be provided.

### 3.18 **Instrumentation**

The instrumentation in the vehicle cab **shall<sup>(E)</sup>** include:

- a. Engine tachometer;
- b. Speedometer and odometer reading in metric units;
- c. Fuel gauge or gauges;
- d. Oil pressure gauge;
- e. An engine coolant temperature gauge;
- f. An alternator charge gauge with a clear indication that the battery is charging or discharging;
- g. A direct reading hour-meter with registration of at least 9999 hours of operation. The hour-meter **shall** only operate while the engine is actually running;
- h. A transmission oil temperature gauge or overheat indicator; and

- i. A red light to indicate when the parking brake is applied.

### 3.19 **Electrical System**

The vehicle **shall** be equipped with a 12 volt electrical system. The system **shall**<sup>(E)</sup> include:

- a. Heavy-duty maintenance free batteries. The batteries are to be mounted in an accessible well-protected location that includes adequate hold downs and heat shielding if necessary;
- b. A backup alarm;
- c. A master switch, which effectively cuts off any flow of electricity from the batteries to protect the entire electrical system of the vehicle except for components requiring retained power. A manual control for this switch **shall**<sup>(E)</sup> be readily accessible from the ground. The "live" wire **shall** be as short as possible and **shall** be protected;
- d. Electrical circuits protected with fuses, relays, or circuit breakers; and
- e. Wiring protected by insulating grommets where passing through metal.

### 3.20 **Lighting**

The vehicle/equipment lights **shall**<sup>(E)</sup>:

- a. Include LED type signal, marker, tail, stop, clearance, licence plate, interior cab and back-up lights;
- b. Include conspicuity tapes on all four corners of the vehicle and top four corners of the cab roof (Variant II) at a minimum;
- c. Be recessed or otherwise protected from damage with all components easily accessible for servicing;
- d. Include LED or Halogen headlights;
- e. For Variant II include one amber coloured LED strobe light mounted on the cab roof. Switch mounted within the cab **shall** operate the beacon light; and
- f. Include dimmable instrument panel lamps.

### 3.21 **Corrosion Protection**

The following **shall** apply:

- a. Dissimilar metals **shall** be protected against galvanic corrosion;
- b. A rust prevention coating **shall** be applied to areas to be protected **shall**<sup>(E)</sup> include but not limited to: underside of fenders, enclosed and boxed-in sections, seams, mouldings, crevices, weld points, underbody and exposed exterior brackets.
- c. The product applied **shall**<sup>(E)</sup> be a commercial product such as Krown Rust Control T-40, or Rust Check.
- d. A decal and warranty papers **shall**<sup>(E)</sup> accompany each vehicle; and
- e. All fasteners used by the contractor **shall**<sup>(E)</sup> be stainless steel, brass, zinc-plated, or hot dipped galvanized.

### **3.22 Lubricants and Hydraulic Fluids**

The vehicle **shall** be serviced with the manufacturer's standard lubricants and hydraulic fluids.

### **3.23 Exterior Paint**

The vehicle **shall**<sup>(E)</sup> be painted using manufacturer's standard commercial paint. The colour **shall**<sup>(E)</sup> be High Visibility Yellow suitable for operations on an airfield. The prime coating **shall** be a high-durability, corrosion-resistant type. The prime coating **shall**<sup>(E)</sup> be epoxy type or baked powder coat.

### **3.24 Identification Plate**

An identification plate on **shall** be permanently marked in a conspicuous and protected location:

- a. Manufacturer's name, model, model year and serial number;
- b. Manufacturer's Vehicle Identification Number (VIN), where applicable; and
- c. GAWR and GVWR.

### **3.25 Warning and Instruction Plates**

International symbols and / or bilingual markings **shall** be provided for all identification, instructional, and warning labels. Instructions for special procedures to be followed **shall** be provided, within easy view of the user. The following items **shall** be provided:

- a. Detailed operating instructions for all operations;
- b. Labeling all gauges, controls, system service points.

## **4. Integrated Logistic Support**

### **4.1 Documentation and Support Items**

The Contractor **shall** provide the following documentation and support items.

#### **4.1.1 Deliverable Information**

The Contractor **shall** provide the deliverable information with each vehicle:

- a. Warranty Letter – A paper copy of the completed bilingual Warranty Letter with each vehicle shipped in the approved format. The Contractor **shall** send a copy of the Warranty Letter, in electronic format, to the Technical Authority for each vehicle, at shipment. Warranty information and certification for corrosion protection **shall** be provided. Designated warranty providers **shall** honour the warranty letter.
- b. Vehicle Manuals – The Vehicle **shall** be provided with manuals required for the safe operation, maintenance, and repair of the vehicle, sub-systems, attachments, components, and accessories supplied. Manuals **shall** be provided in accordance with the terms of the contract. The following manuals **shall** be provided:
  - I. Operator's Manual - Operator's manual **shall** be provided in a bilingual format or as two manuals in a single binder (one English, one French). The operator's manual **shall** contain the following information:
    1. Instructions for the safe operation of the vehicle;
    2. Daily operator maintenance instructions/checks (including lubrication);

3. Safety warnings; and
4. Hand signals (as necessary).

II. Parts Manual - The Parts Manual **shall** be in English (French translation is desirable). The Parts Manual **shall** contain the following information:

1. Illustrations showing all components of the vehicle including equipment and accessories from other manufacturers that is supplied against the requirements of the contract. The illustrations **shall** have numbers for the itemization of the parts;
2. A listing for all itemized parts showing the manufacturer's part numbers (including Original Equipment Manufacturer's) of the illustration, the part name, and a brief description of the item; and
3. Cross reference relating all part numbers (including Original Equipment Manufacturer's) to the correct figure and item number.

III. Maintenance (Shop Repair) Manual - The Maintenance (Shop Repair) Manual **shall** be provided in English (French translation is desirable). The Maintenance (Shop Repair) Manual **shall** contain the following information:

1. A trouble shooting guide, showing the steps and tests required to determine the exact cause of a problem and an explanation of what steps would be required to correct a problem;
2. A listing of the necessary tolerances, torque levels, and fluid volumes required.
3. A section listing any special tools (including item part numbers) required **shall** be included; and
4. Information on the order of disassembly and assembly of the systems and components of the vehicle.

c. Equipment Manuals – All Equipment provided by the prime contractor and added to the vehicle **shall** have their own set of manuals. These **shall** include:

- I. Operating Instructions with all the elements given in paragraph 4.1.1.b.i and information on the operating instructions and configurations that provide stable operation of the vehicle;
- II. Parts Manual with all the elements given in paragraph 4.1.1.b.ii; and
- III. Maintenance Manual (Shop Repair) with all the elements given in paragraph 4.1.1.b.iii.

d. Manuals on CD/DVD-ROM - A copy of the manuals on CD/DVD-ROM **shall** be provided. This **shall** include all the manuals provided in clauses 4.1.1 (b) and (c) above. Manuals on CD/DVD-ROM **shall**<sup>(E)</sup> be interactive so that a maintainer can troubleshoot, disassemble and determine the part numbers required with a minimum of searching. The manuals in electronic format **shall** include the ability for a full search. The Technical Authority **shall** approve the electronic manual format. Operators' manual(s) **shall** also be supplied in paper format. For usability, CD/DVD-ROM **shall not** require password and/or Internet connection to be accessed.

- e. Sample Manuals – The Contractor **shall** deliver a set of sample manuals, in electronic format only, including all documents in items 4.1.1 (b) and (c) above. The sample manuals **shall** be delivered to the LCMM. Sample manuals will not be returned. In the event that manuals are dependent on first vehicle completion, sample manuals **shall** be submitted within thirty (30) days after the pre-production vehicle approval or first production vehicle inspection. The Crown **shall** provide approval or comments on the manuals within thirty (30) days.

**NOTES:**

1. No information on methods or location for spare parts ordering **shall** be included in the manuals. Warranty Information in the manuals **shall** be identical to the warranty requirements of the contract.
2. The Government of Canada reserves the right to translate and reproduce, for government use only, all or any part of the publications supplied.
3. The Contractor is requested to maintain the delivery schedule of the manuals to the same as the vehicle/ equipment. In the event that the manuals are not available at time of shipment, provisional manuals **shall** accompany the vehicle/equipment. Provisional Manuals **shall** be clearly identified with the word “PROVISIONAL”. Provisional manuals **shall** be replaced with approved manuals to all shipping locations within thirty (30) calendar days of receipt of approval of manuals.

**4.1.2 Documents Provided to Technical Authority**

The Contractor **shall** provide the following documents to the Technical Authority:

- a. Data Summary – A bilingual Data Summary for each make/model/ configuration by completing Technical Authority’s template with data and a vehicle picture. The Contractor **shall** provide a Data Summary, if possible, before shipment of the vehicle.
- b. Photographs – Three (3) digital pictures, one left-front three-quarter view, one right-rear three-quarter view, and one of the control panel. It is preferred that pictures have an uncluttered background. Pictures **shall** have a size of at least 4 Mega pixels.
- c. Recommended Spare Parts List – The Contractor **shall** provide, to the Technical Authority, a list detailing the spare parts deemed necessary to maintain the vehicle for a period of 12 months exclusive of any warranty period, for each configuration. For each part listed, the following elements **shall** be included:
  - I. Part description;
  - II. Original Equipment Manufacturer;
  - III. Original Equipment Manufacturer Part Number;
  - IV. Suggested quantity; and
  - V. Unit cost.
- d. List of Special Tools – The Contractor **shall** provide a list detailing the special tools required for the vehicle that would not be included in a mechanics toolbox. This would include items such as special wrenches or extraction devices and special diagnostic tools/software. For each item listed the following elements **shall** be included:
  - I. Part description;
  - II. Original Equipment Manufacturer;

- III. Original Equipment Manufacturer Part Number;
  - IV. Suggested quantity; and
  - V. Unit cost.
- e. Preventive Maintenance Replacement Parts Kit List - A list of parts and specialty tools needed to perform preventive maintenance on a vehicle/equipment during the first scheduled preventive maintenance. The list **shall** include the parts provided in the Initial Parts Kit and additional items recommended by the Original Equipment Manufacturer for review and acceptance by the Technical Authority. The list **shall** include the following elements:
- I. Part description;
  - II. Original Equipment Manufacturer Part number;
  - III. Suggested quantity; and
  - IV. Unit cost.

#### 4.2 Initial Parts Kit

One Initial Parts Kit accompanying each vehicle/ equipment. Each Initial Parts Kit **shall** include a complete set of filters and filter elements from the Original Equipment Manufacturer.

#### 4.3 Training

The Contractor **shall** perform the following training:

- a. Training - Maintenance Personnel - The Contractor **shall** provide a maintenance/repair training course. The course **shall** be given at the delivery destination. It **shall** have a minimum duration of one (1) day to provide training of up to eight (8) maintenance personnel and **shall** have the final dates arranged with the Life Cycle Material Manager (LCMM). The course **shall** have a syllabus or course outline and schedule available for review seven (7) days prior to the course commencement date. After completion of the course, the Contractor **shall** have a “**PROOF OF MAINTAINER TRAINING**” certificate signed by a Crown Representative for the destination. The Technical Authority **shall** supply this document in an electronic format. The following items **shall** be included in the curriculum:
- I. Operator’s training detailed in 4.3(b)vi below;
  - II. Operation and maintenance safety precautions;
  - III. Preventive maintenance including servicing schedules (10 % of classroom time);
  - IV. Trouble shooting, testing, and adjustments (70 % of classroom time); and
  - V. Special tools and test equipment.
- b. Training - Operators - The Contractor **shall** provide an operator training course. The course **shall** be given at the delivery destination. It **shall** have minimum duration of one (1) day to provide training for up to six (6) DND operators and **shall** have the final dates arranged with the Life Cycle Material Manager (LCMM). The course **shall** have a syllabus or course outline and schedule available for review seven (7) days prior to the course commencement date. After completion of the course the Contractor **shall** have a “**PROOF OF OPERATOR TRAINING**” certificate signed by a Crown Representative for the destination. The Technical Authority **shall** supply this document in an electronic format. The following items **shall** be



included in the curriculum:

- I. Safety precautions to be observed while operating and servicing the vehicle;
  - II. Vehicle/equipment operating characteristics;
  - III. Vehicle/equipment operating procedures;
  - IV. Pre-operating and pre-shutdown procedures;
  - V. Daily/weekly operator servicing procedures; and
  - VI. A minimum of two (2) hours practical operating experience, per operator.
- c. Training Materials – For all training provided by the Contractor, for each attendee, the Contractor **shall** provide training syllabi, which **shall** include, at least:
- I. A list of topics to be covered;
  - II. An approximate timetable showing when topics are scheduled to be covered and how much time is scheduled for each topic; and
  - III. Lists any reference material.
  - IV. Make available any reference material used.

**Aircraft Tow Tractor, 2,722 KG (6,000 LB) DBP  
ECC 168105, ECC 168115**

**TECHNICAL INFORMATION QUESTIONNAIRE**

This questionnaire covers technical information, which **shall** be provided for evaluation of the configuration(s) of the vehicle(s) offered.

Where the specification paragraphs below indicate "Proof of Compliance", the "Proof of Compliance" **shall** be provided for each performance requirement/specification.

Bidders should indicate the requested information and indicate the document name/title and page number where the Proof of Compliance can be found.

Definitions for **Equivalent** and **Proof of Compliance** are found in the DEFINITIONS section at the end of this document.

**CONTRACTOR INFORMATION**

Contractor Name \_\_\_\_\_

Proposal Date \_\_\_\_\_

**Substitutes/Alternatives**

Are substitutes/alternatives offered as **Equivalent** to any requirement specified in the Purchase Description? YES ☐ NO ☐

If yes, please identify all substitutes/alternatives offered as **Equivalents** below and indicate where in the proposal related information can be found:

_____	.
_____	.
_____	.
_____	.
_____	.
_____	.
_____	.
_____	.
_____	.
_____	.

**Aircraft Tow Tractor, 2,722 KG (6,000 LB) DBP  
ECC 168105, ECC 168115**

**TECHNICAL INFORMATION QUESTIONNAIRE**

**Proposed Make** \_\_\_\_\_ **- Model** \_\_\_\_\_

**PURCHASE DESCRIPTION PARAGRAPHS**

**3.1 Standard Design - Proof of Compliance**

- a. The Bidder **shall** provide client references as proof of compliance for industry acceptability and/or experience as specified in the purchase description. Client references **shall** include client contact information, delivery location, year completed and list of make(s)/model(s).

2 years industry acceptability and/or 5 years experience can be found in: Document: \_\_\_\_\_.

- Page: \_\_\_\_.

**3.5.1 Weight Ratings - Proof of Compliance**

The Bidder **shall** provide the following as proof of compliance: A computer generated weight analysis calculation which **shall** be calculated based on a fully loaded vehicle/equipment.

- a. GAWR:

Front axle weight (fully loaded) \_\_\_\_\_, GAWR (front) \_\_\_\_\_.

Rear axle weight (fully loaded) \_\_\_\_\_, GAWR (rear) \_\_\_\_\_.

Axle ratings can be found in: Document: \_\_\_\_\_ Page: \_\_\_\_.

Static weight distribution is \_\_\_\_\_ percent on the front axle and \_\_\_\_\_ percent on the rear axle and can be found in: Document: \_\_\_\_\_ Page: \_\_\_\_.

Weight analysis can be found in: Document: \_\_\_\_\_ - Page: \_\_\_\_.

**3.6.1 Vehicle Performance - Proof of Compliance**

The Bidder **shall** provide the following as proof of compliance: vehicle performance prediction analysis a computer generated vehicle performance prediction analysis for a fully loaded vehicle which **shall** be performed in conformance with SAE J2188, using proposed equipment engine and transmission.

Vehicle performance prediction analysis can be found in: Document: \_\_\_\_\_ - Page: \_\_\_\_.

**3.6.2 Drawbar Pull - Proof of Compliance**

Minimum lift drawbar pull is \_\_\_\_\_ and can be found in: Document: \_\_\_\_\_ - Page: \_\_\_\_.

**3.8 Engine - Proof of Compliance**

The Bidder **shall** provide an engine manufacturer certification as proof of compliance for this requirement.

Engine manufacturer certification can be found in: Document: \_\_\_\_\_ - Page: \_\_\_\_.

**3.15    Application Equipment - *Proof of Compliance***

a.      Front and rear coupler make: \_\_\_\_\_.

Front and rear coupler model: \_\_\_\_\_.

Proof of compliance can be found in: Document: \_\_\_\_\_ - Page: \_\_\_\_.

## **DEFINITIONS**

- 1.1 **“Proof of Compliance”** - An unaltered document, such as a brochure and/or technical literature and/or a third party test report provided by a nationally and/or internationally recognized testing facility and/or a report generated by a nationally and/or internationally recognized third party software. The document **shall** provide detailed information on each performance requirement and/or specification. Where a document submitted as Proof of Compliance does not cover all the performance requirements and/or specifications or when no such document is available or when modifications to the original equipment or customization are required to achieve the performance requirements and/or specifications, a Certificate of Attestation (as a separate document) signed by a senior engineer representing the Original Equipment Manufacturer (OEM) detailing the modifications and how they meet the performance requirements and/or specifications **shall** be provided. The certificate **shall** detail all performance requirements and/or specifications required to substantiate compliance. One certificate can be provided for one or all performance requirements and/or specifications.
- 1.2 **“Equivalent”** - A standard, means, or component type, which has been accepted by the Technical Authority as meeting the specified requirements for form, fit, function and performance.