



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

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**

11 Laurier St./11, rue Laurier

Place du Portage, Phase III

Core 0A1/Noyau 0A1

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet GYM EQUIPMENT	
Solicitation No. - N° de l'invitation W3380-130006/A	Date 2013-12-20
Client Reference No. - N° de référence du client W3380-130006	
GETS Reference No. - N° de référence de SEAG PW-\$PSD-009-24191	
File No. - N° de dossier 009psd.W3380-130006	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-02-03	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Bergeron, Bruno	Buyer Id - Id de l'acheteur 009psd
Telephone No. - N° de téléphone (450) 358-6777 (5745)	FAX No. - N° de FAX (450) 358-7585
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Alternative Service Delivery/Autres modes de prestation des services

11 Laurier/11 rue Laurier

7C2, Place du Portage Phase III

Gatineau

Québec

K1A 0S5

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

PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with this bid solicitation.

2. Requirement

The requirement is detailed under Article 2 of the resulting contract clauses.

2.1 Delivery

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

3. Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2013-06-011) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

1.1 SACC Manual Clauses

B3000T (2006-06-16), Equivalent products
B1000T (2007-11-30), Condition of material

2. Submission of Bids

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

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

2.1 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work 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.

4. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

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5. Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

Section IV: Additional Information (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html)

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

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

Section I: Technical Bid

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

Section II: Financial Bid

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

1.1 Exchange Rate Fluctuation

C3011T 2013-11-06, Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Mandatory criteria are listed at Annex A.

1.2 Financial Evaluation

SACC Manual Clause A0220T (2013-04-25), Evaluation of Price

2. Basis of Selection

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

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.

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement applicable to this Contract.

2. Requirement

The contractor must provide the items detailed under Annex B - Basis of payment and in accordance with Annex A - Requirement.

3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

3.1 General Conditions

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

Delete: section 9(1) of 2010A, General Conditions - Goods (Medium Complexity), in its entirety:

Insert:

Despite inspection and acceptance of the Work by or on behalf of Canada and without restricting any provisions of the Contract or any condition, warranty or provision imposed by law, the Contractor, if requested by Canada to do so, must replace, repair or correct, at its own option and expense any work that becomes defective or fails to conform to the requirements of the Contract, where applicable. The warranty period will be as follow:

- For items 1, 2 as identified in Annex A:
twelve (12) months (inclusive of parts and labour) on all parts and lifetime (inclusive of parts and labour) on the welds, after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.
- For item 3 as identified in Annex A:
thirty-six (36) months (inclusive of parts and labour) on belts, pulleys and bearings, lifetime (inclusive of parts and labour) on the welds and twelve (12) months (inclusive of parts and labour) on all other parts, after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.
- For item 4 through 15 as identified in Annex A:
twelve (12) months after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.

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4. Term of Contract

4.1 Delivery Date

All the deliverables must be received **on or before March 31, 2013**.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Bruno Bergeron
Title: Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Royal Military College Saint-Jean
Address: 15 Jacques Cartier North
Saint-Jean-sur-Richelieu, Qc
J3B 8R8

Telephone: 450-358-6777 (5745)

Facsimile: 450-358-7681

E-mail address: Bruno.Bergeron@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

5.2 Project Authority

The Project Authority for the Contract is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone : _____

Facsimile: _____

E-mail address: _____

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

5.3 Contractor's Representative

TBD

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7. Payment

7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in the contract for a cost of \$ _____. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

7.2 Limitation of Price

SACC Manual clause C6000C (2011-05-16) Limitation of Price

7.3 Single payment

SACC Manual clause H1000C (2008-05-12) Single Payment

8. Invoicing Instructions

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

7.2 Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the following address for certification and payment.

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

9. Certifications

9.1 Compliance

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

10. Applicable Laws

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

11. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2003 (2013-06-011) Standard Instructions - Goods or Services - Competitive Requirements;
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____ .

12. Defence Contract

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

13. SACC Manual Clauses

B7500C (16/06/06), Excess Goods
G1005C (12/05/08), Insurance
A9062C (16/05/11), Canadian Forces Site Regulations

13. Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered Delivered Duty Paid (DDP) Incoterms 2000 for shipments from a commercial contractor.

14. Delivery instructions

The contractor must communicate with the project authority, as identified in Article 5.2 of the contract, at least 48 hours before the expected delivery date. This will enable the project authority to ensure that the space required to accommodate the new equipment is free for the contractor to deliver and install.

ANNEX "A"**REQUIREMENT****PURPOSE**

1. The purpose of this document is to set out the general and specific requirements related to the supply and delivery of individual sports training equipment for the Department of National Defence (DND), Land Force Quebec Area (LFQA), 2nd Support Group of the 2nd Canadian Division Sport Centre in the St-Jean Garrison. A variety of strength apparatuses is required.

BACKGROUND

2. In order to ensure and maintain the quality of the training provided for the 6,500 members served by 2nd Support Group, the equipment must be of commercial quality, i.e., equipment that can withstand up to 16 hours of intensive use per day, seven days a week. The clientele that will use the equipment is heterogeneous: some have severe weight problems or physical disabilities, while others are elite athletes (national and international). The equipment is used for both individual and group training, and group training is overseen by a fitness instructor. The fitness equipment will be used by individuals or groups under the supervision of a fitness trainer. A certain uniformity of equipment is therefore required in order to ensure proper synchronicity.

REQUIREMENT

3a. Between three hundred (300) and four hundred (400) individuals uses daily and yearly the installations and the strength training equipment provided for them. The training levels of each individuals varies greatly. The equipment must be engineered and built has to be able to withstand very high levels of training has described in the technical characteristics of article 3b below.

Although this is not a requirement, in order to facilitate on-site maintenance and repair of our equipment, each type of apparatus (item) should come from the same manufacturer.

3b. Mandatory Technical criteria

i. When applicable all the equipment provided must be equipped with built-in selective plates has to avoid the manipulation of free weights .

ii. The other mandatory criteria that must be met for each of the training equipment required are listed below:

ITEM #1**HALF RACK**

- Includes Rack, Ramp, Racking Hooks and Safety Beams
- ABS pad under the legs to protect the floor.
- Must support at least 750 lbs
- Powder coat finish heated color

Quantity: 10

ITEM #2**ADJUSTABLE BENCH**

Adjustable bench and seat in flat or incline position to allow users to perform flat or incline bench press.

- Powder coat finish heated color
- Leather seat double row for the back.
- Polyethylene pad under the legs to protect the floor.

Quantity: 7

ITEM #3**PULLEY MULTIPLE PURPOSE**

Pulleys allow users to perform traditional crossover movements and a multitude of unilateral and bilateral pressing/pulling movements.

- Powder coat finish heated color
- Weight stack 2 X 235 lbs of plates
- Width between 60 and 65 inches
- Distance between the two pulleys 52 and 55 inches
- Polyethylene pad under the legs to protect the floor.
- Features dual 5 lb add on weight system

Quantity: 1

ITEM #4**OLYMPIC BAR**

- Chrome Olympic Bar 7' can support 1500 lbs.

Quantity :25

ITEM #5**WEIGHT LIFTING PLATE 10 PDS**

- Rubber plate
- Between 17,5 and 18 inches diameter
- 1 inch thick

Quantity :35

ITEM #6**IRON OLYMPIC PLATES 2.5 PDS**

Quantity : 24

ITEM #7**IRON OLYMPIC PLATES 5 PDS**

Quantity : 30

ITEM #8**IRON OLYMPIC PLATES 10 PDS**

Quantity : 40

ITEM #9

IRON OLYMPIC PLATES 25 PDS

Quantity : 20

ACCESSORIES

ITEM #10

REVOLVING SOLID PRO-STYLE LAT-BAR

- Curved
- Handles must allow neutral grip
- Between 40-44 inches

Quantity : 2

ITEM #11

FIXED TUBULAR PRESS DOWN

- Must be triangular

Quantity :2

ITEM #12

PULLEY HANDLES (METAL)

- The handle must be covered with rubber

Quantity :2

ITEM #13

LOCK JAW COLLARS (PAIR) FOR OLYMPIC BAR

Quantity :25 pairs

ITEM #14

PRESS DOWN ROPE

- With rubber ends

Quantity :2

ITEM #15

REVOLVING SOLID MULTI PURPOSE BAR

- The difference between the two handles is about 12 inches

Quantity: 2

ANNEX "B"
BASIS OF PAYMENT

# ITEM	DESCRIPTION	QUANTITY REQUIRED	MANUFACTUR ER	MODEL	TOTAL PRICE (Delivery and installation included)
1	HALF RACK	10			
2	ADJUSTABLE BENCH	7			
3	PULLEY MULTIPLE PURPOSE	1			
4	OLYMPIC BAR	25			
5	WEIGHT LIFTING PLATE 10 PDS	35			
6	IRON OLYMPIC PLATES 2.5 PDS	24			
7	IRON OLYMPIC PLATES 5 PDS	30			
8	IRON OLYMPIC PLATES 10 PDS	40			
9	IRON OLYMPIC PLATES 25 PDS	20			
10	REVOLVING SOLID PRO-STYLE LAT-BAR	2			

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# ITEM	DESCRIPTION	QUANTITY REQUIRED	MANUFACTURER	MODEL	TOTAL PRICE (Delivery and installation included)
11	FIXED TUBULAR PRESS DOWN	2			
12	PULLEY HANDLES (METAL)	2			
13	LOCK JAW COLLARS (PAIR) FOR OLYMPIC BAR	25 pairs			
14	PRESS DOWN ROPE	2			
15	REVOLVING SOLID MULTI PURPOSE BAR	2			

TOTAL PRICE (Taxes excluded):
Required delivery and installation date: before March 31 2014