

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
**1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 1T3
Bid Fax: (902) 496-5016**

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 ANALYZER	
Solicitation No. - N° de l'invitation 23420-140497/A	Date 2013-12-30
Client Reference No. - N° de référence du client 23420-14-0497	
GETS Reference No. - N° de référence de SEAG PW-\$HAL-219-9173	
File No. - N° de dossier HAL-3-71228 (219)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-02-11	Time Zone Fuseau horaire Atlantic Standard Time AST
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: Richard, Linda K.	Buyer Id - Id de l'acheteur hal219
Telephone No. - N° de téléphone (902) 496-5261 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATURAL RESOURCES BEDFORD INSTITUTE OF OCEANOGRAPHY P.O. BOX 1006 DARTMOUTH NOVA SCOTIA B2Y 4A2 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

Issuing Office - Bureau de distribution
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 3C9

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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Security Requirement
2. Requirement
3. Debriefings

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Enquiries - Bid Solicitation
4. Applicable Laws

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

1. Mandatory Certifications Required Precedent to Contract Award
2. Additional Certifications Precedent to Contract Award

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement
2. Requirement
3. Standard Clauses and Conditions
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
8. Certifications
9. Applicable Laws
10. Priority of Documents
11. SACC Manual Clauses

List of Annexes:

Annex A	Requirement
Annex B	Basis of Payment
Annex C	Mandatory Technical Cross-Reference
Annex D	List of Directors

PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with this bid solicitation.

2. Requirement

The requirement is detailed in Annex "A".

3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual*

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

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

The 2003 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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 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.

4. Applicable Laws

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

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 (1hard 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

1.2 SACC Manual Clauses

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**

See Annex "A" - Requirement.

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 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" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from Human Resources and Skills Development Canada (HRSDC) - Labour's website.

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

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 the "Requirement" at Annex "A".

3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual*

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

3.1 General Conditions

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

4. Term of Contract

4.1 Delivery Date

Delivery is MANDATORY FOB destination by 31 March 2014. Firms who cannot meet this delivery will be deemed non-responsive and their bid will not receive further consideration.

If your firm is awarded a contract with a mandatory 31 March 2014 delivery and the delivery is not received by this date, your firm agrees that the contract may be terminated for mutual consent and each Party release the other from any past, present and future obligations under the contract.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Linda Richard
Title: Supply Officer
Public Works and Government Services Canada
Address: 1713 Bedford Row
Halifax, NS B3J 3M9

Telephone: 902-496-5261
Facsimile: 902-496-5016
E-mail address: linda.k.richard@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 (to be named upon contract award):

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 (please complete)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone : _____

Facsimile: _____

E-mail address: _____

6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices specified in Annex B for a cost of \$ _____. Customs duties are included, and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.2 Limitation of Price

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

6.3 Single Payment

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

7. Invoicing Instructions

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

2. Invoices must be distributed as follows:

a. The invoice must be forwarded using one of the following methods:

Fax: 1-877-947-0987

E-mail: Invoicing-Facturation@NRCan-RNCan.gc.ca

8. Certifications

8.1 Compliance

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

9. Applicable Laws

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

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) 2010A (2013-04-25) General Conditions Goods (Medium Complexity)
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____ (*insert date of bid*)

11. SACC Manual Clauses

B1501C (2006-06-16) Electrical Equipment
G1005C (2008-05-12) Insurance

ANNEX "A"**REQUIREMENT****GSC-ATLANTIC REQUIREMENTS FOR A DYNAMIC DIGITAL IMAGE PROCESSING PARTICLE SIZE AND SHAPE ANALYZER**

The Sedimentology Laboratory of the GSC-Atlantic has a requirement for a particle size and shape analyzer destined to increase productivity in grain size analysis and provide shape data on a statistically meaningful number of grains. The instrument must be of regular, serial production units. Prototype, experimental, or one-of-a-kind units are not acceptable

The analyzer must be compatible and capable of generating reproducible results with the GSC-Ottawa Sedimentology Laboratory. The instrument's data output must be compatible with Femto Electronics Particle Sizing Software (PSS). PSS is the sample management and data processing tool used in the sedimentology laboratory.

The analytical instrument we are seeking must have the following features and capabilities:

1. Particle size and shape measurement of particles from 0.030 mm to 30 mm.
2. Available measuring limits of 2.5 to 90,000 microns (90mm).
3. Instrument must not require the use of calibration samples to verify it is operating within manufacturer's specified tolerances. An ISO-traceable certified calibration reticle with a particle size distribution of 60 microns to 14 mm is required. Calibration reticle specs to be ± 0.1 micron per object.
4. Measurement principle to employ dynamic digital image processing for size and shape of solid particles.
5. Must use two high resolution cameras working simultaneously to ensure a wide dynamic range while capturing images of all particles in the sample.
6. Must acquire at least 60 images per second and real-time data calculation.
7. Be able to analyze samples of 10 grams up to 1 Kilogram in a single run with no additional intervention from technician.
8. Have automatic sheeting air to keep camera and light source window clear of dust.
9. Have an automatic measurement chamber vacuum to eliminate velocity bias.
10. Have an automatic speed-controlled vibratory feeder with feed hopper height control to introduce sample.
11. 1 to 3 minutes analysis time, depending on sample size.

12. Scan and measure each particle in 64 orientations.
13. Provide a high resolution analysis in at least 1000 classes.
14. Have the option to add an auto-sampler later on: the option must already exist.
15. Scan and measure each particle in 64 orientations.
16. Include a computer and software to control the instrument and present results in an acceptable formats
17. Be interfaced and controlled through a software (included) featuring:
 - CCD image displays and storage.
 - Shape characteristics: sphericity, aspect ratio, convexity and symmetry.
 - Capability to present results in graphical and tabular formats including cumulative and frequency percentage values.
 - Have a fitting routine: algorithm for matching results to results from other measurement methods (i.e. sieving results).
 - Automatic and configurable data export as ASCII and Excel readable file
 - Provide median, mean and mode plus standard deviation of any part of the distribution.

Solicitation No. - N° de l'invitation

23420-140497/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hal219

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

23420-14-0497

File No. - N° du dossier

HAL-3-71228

CCC No./N° CCC - FMS No/ N° VME

ANNEX "B"

BASIS OF PAYMENT

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, FOB destination. Customs duties are included, and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

Description	Quantity	Price
Dynamic Digital Image Processing Particle Size and Shape Analyzer as detailed in Annex A - Requirement	1	\$

ANNEX "C"**MANDATORY TECHNICAL CROSS-REFERENCE**

Bidders are requested to provide cross-reference below to identify the page(s) where each mandatory specification can be demonstrated in their technical documentation provided with their bid. Canada reserves the right to verify any and all information relating to mandatory requirements.

Reference Section	Technical Requirement	Cross Reference from Literature (ie: brochure title, page)
1	Particle size and shape measurement of particles from 0.030 mm to 30 mm.	
2	Available measuring limits of 2.5 to 90,000 microns (90mm).	
3	Instrument must not require the use of calibration samples to verify it is operating within manufacturer's specified tolerances. An ISO-traceable certified calibration reticle with a particle size distribution of 60 microns to 14 mm is required. Calibration reticle specs to be ± 0.1 micron per object.	
4	Measurement principle to employ dynamic digital image processing for size and shape of solid particles.	
5	Must use two high resolution cameras working simultaneously to ensure a wide dynamic range while capturing images of all particles in the sample.	
6	Must acquire at least 60 images per second and real-time data calculation.	
7	Be able to analyze samples of 10 grams up to 1 Kilogram in a single run with no additional intervention from technician.	

8	Have automatic sheeting air to keep camera and light source window clear of dust.	
9	Have an automatic measurement chamber vacuum to eliminate velocity bias.	
10	Have an automatic speed-controlled vibratory feeder with feed hopper height control to introduce sample.	
11	1 to 3 minutes analysis time, depending on sample size.	
12	Scan and measure each particle in 64 orientations.	
13	Provide a high resolution analysis in at least 1000 classes.	
14	Have the option to add an auto-sampler later on: the option must already exist.	
15	Scan and measure each particle in 64 orientations	
16	Include a computer and software to control the instrument and present results in an acceptable formats	
17	Be interfaced and controlled through a software (included) featuring:	
	•CCD image displays and storage.	
	•Shape characteristics: sphericity, aspect ratio, convexity and symmetry.	
	•Capability to present results in graphical and tabular formats including cumulative and frequency percentage values.	
	•Have a fitting routine: algorithm for matching results to results from other	
	•measurement methods (i.e. sieving results).	
	•Automatic and configurable data	

Solicitation No. - N° de l'invitation

23420-140497/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hal219

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

23420-14-0497

File No. - N° du dossier

HAL-3-71228

CCC No./N° CCC - FMS No/ N° VME

	export as ASCII and Excel readable file	
	•Provide median, mean and mode plus standard deviation of any part of the distribution.	

Solicitation No. - N° de l'invitation

23420-140497/A

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

23420-14-0497

Amd. No. - N° de la modif.

File No. - N° du dossier

HAL-3-71228

Buyer ID - Id de l'acheteur

hal219

CCC No./N° CCC - FMS No/ N° VME

ANNEX 'D'
LIST OF DIRECTORS

Bidders must submit with their bid, by the bid solicitation closing date:

(a) a complete list of names of all individuals who are currently directors of the Bidder;

First Name	Last Name