

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Travaux publics et Services gouvernementaux
Canada**
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7 ième étage
Montréal
Québec
H5A 1L6
FAX pour soumissions: (514) 496-3822

INVITATION TO TENDER
APPEL D'OFFRES

**Tender 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.

**Soumission 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 et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

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

Issuing Office - Bureau de distribution
Travaux publics et Services gouvernementaux Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7 ième étage
Montréal
Québec
H5A 1L6

Title - Sujet Volume Measuring Instrument	
Solicitation No. - N° de l'invitation 51307-131006/A	Date 2014-01-17
Client Reference No. - N° de référence du client 51307-13-1006	GETS Ref. No. - N° de réf. de SEAG PW-\$MTA-480-12566
File No. - N° de dossier MTA-3-36288 (480)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-03-03	
Time Zone Fuseau horaire Heure Normale du l'Est HNE	
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: Belisle (mta480), France	Buyer Id - Id de l'acheteur mta480
Telephone No. - N° de téléphone (514) 496-3881 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: MINISTERE DES AFFAIRES DES ANCIENS COMBATTANTS ACHATS ET MAGASINS,HOPITAL STE-ANNE 305 BLVD. ANCIENS COMBATTANTS STE ANNE D BELLEVUE Québec H9X1Y9 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée .	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

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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is a security requirement associated with the requirement. For additional information, consult Part 4 - Evaluation Procedures and Basis of Selection, and Part 6 - Resulting Contract Clauses.

2. Requirement

The requirement is detailed under Annexes "A", Specifications.

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.

1.1 SACC Manual Clauses

B1000T Condition of Material (2007-11-30)

2. Submission of Bids

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

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 the Province of 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
Section II: Financial Bid
Section III: Certifications

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement

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

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

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 Annex "B", Pricing Table. 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

At the bid closing date and time:

1.1.1 Mandatory Technical Criteria

Join with his submission, Annex B and Annex C completed.

1.2 Financial Evaluation

SACC Manual Clause A0222T (2013-04-25), Evaluation of Price

2. Basis of Selection

2.1 Basis of Selection - Mandatory Technical Criteria

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.

3. Security Requirement

Contractor/Offer personnel MAY NOT ENTER sites where (PROTECTED/CLASSIFIED) information or assets are kept, without an escort provided by the department or agency for which the work is being performed.

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) 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list at the time of contract award.

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

Contractor/Offer personnel MAY NOT ENTER sites where (PROTECTED/CLASSIFIED) information or assets are kept, without an escort provided by the department or agency for which the work is being performed.

2. Requirement

The Contractor must provide the items detailed under the Annexes "A", Specifications.

3. Standard Clauses and Conditions

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

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

3.1 General Conditions

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

4. Term of Contract

4.1 Delivery Date

All the deliverables should be received on or before March 31st, 2014.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: France Bélisle
Title: Contracting Officer
Public Works and Government Services Canada
Acquisitions Branch
800 de la Gauchetière Street West
Place Bonaventure, South-East Portal
Suite 7300
Montreal, Quebec H5A 1L6
Telephone: 514-496-3881
Facsimile: 514-496-3822

E-mail address: france.belisle@tpsgc-pwgsc.gc.ca

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

5.2 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

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone : _____

Facsimile: _____

E-mail address: _____

6. Payment

6.1 Basis of Payment - Firm Unit Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price , as specified in Annex 'B'- Pricing or a total cost of \$_____ (the amount will be inserted at contract award). Customs duties are included and all 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

C6000C, Limitation of Price (2011/05/16)

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.

6.3 Method of payment

H1000C Single Payment (2008-05-12)

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a.an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b.all such documents have been verified by Canada;
- c.the Work delivered has been accepted by Canada.

7. Invoicing Instructions

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

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 _____.

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A General conditions - Goods (medium complexity (2013-04-25);
- (c) Annex A, Requirement;
- (d) Annex B, Pricing;
- (e) Annex C, Evaluation Criteria
- (f) the Contractor's bid dated _____

11. SACC Manual Clauses

G1005	Insurance	(2008-05-12)
A9068C	Government Site Regulations	(2010-01-11)

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mta480

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51307-13-1006

File No. - N° du dossier

MTA-3-36288

CCC No./N° CCC - FMS No/ N° VME

ANNEX A

STE. ANNE'S HOSPITAL

SPECIFICATIONS

Non-invasive Bladder Volume Measuring Instrument (Bladder Scan)

Date revised: December 27, 2013

ANNEX A

SPECIFICATIONS

PART 1 – GENERAL

Title: Non-invasive Bladder Volume Measuring Instrument (Bladder Scan)

Statement of requirement

Three portable, non-invasive ultrasound instruments of same model for measuring patients' postmictional volume of residual urine, along with three compatible mobile tables mounted on casters.

Technical specifications

The equipment must meet Health Canada's requirements.

The instruments must be calibrated on site (at Ste. Anne's Hospital) in accordance with the equipment's calibration schedule. If necessary, approval must be obtained from the IT department of Ste. Anne's Hospital should IT support be required to calibrate the instruments.

The three instruments must be calibrated before delivery.

The instruments must provide the option of printing out hard copies of bladder volume measurement results.

Parts and material

All parts and material must be new and original components.

Each instrument must include:

A console with screen to view bladder volume results.

A connected probe to collect bladder volume data.

Two rechargeable battery sets per instrument.

A minimum of one battery charger per instrument.

A starter kit including:

- Printer paper for each instrument
- Compatible germicidal pads

All necessary material to calibrate the instrument(s) on site.

ANNEX A

Mobile carriage mounted on casters.

French and English versions of the operating manual must be provided with each instrument. Each instrument must be certified compliant with Health Canada's requirements.

Cleaning

The instruments must be resistant to disinfectants.

Training

The contractor must provide hands-on training in both languages (French and English) on using the instrument to the staff of Ste. Anne's Hospital. The training must be provided to up to two groups of 2 to 10 people within the first two weeks following the date the instrument is acquired. Each training session must be of a maximum duration of 30 minutes and provided during weekdays between 9:00 a.m. and 3:00 p.m.

Training sessions will be coordinated by the point of contact of Ste. Anne's Hospital in collaboration with the contractor.

Trade-in

Number of instruments traded in: Two (2) instruments with trade-in allowance.

Manufacturer: Verathon Medical

Model: BVI 3000

Serial numbers:

Item 1 - 04277803

Item 2 - 01280381

Dates acquired:

Item 1 - 2004-02-06

Item 2 - 2001-10-31

Condition: Excellent condition, no broken parts. Traded in to obtain a more recent model.

Warranty

Minimum of one year (all parts and labour) on the three instruments, tables and calibration system.

After-sales service

The contractor must be available Mondays to Fridays between 8:00 a.m. and 4:00 p.m. The contractor's technician must return calls for service within 24 hours after they are placed by Ste. Anne's Hospital.

The technician must indicate when he/she will show up on site within five business days after having returned the call.

Each service visit must be recorded on a work order and a copy of said work order must be left with the person in charge at Ste. Anne's Hospital.

Service calls must be completed Mondays to Fridays between 8:00 a.m. and 4:00 p.m.

The contractor must provide a free temporary replacement instrument if the broken instrument must be returned to the contractor for a period of more than two weeks.

Term of delivery

Thirty (30) days following the award of the contract.

Evaluation procedure

Bids received will be evaluated with respect to all requirements stipulated in the invitation to tender. The criteria provided in Annex B are mandatory and, once all validations have been made, the prices indicated in Annex C will be the determining factor, subject to the probable evaluation of a demonstration of the equipment.

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Buyer ID - Id de l'acheteur

mta480

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ANNEX B

PRICE

New instruments

Unit price of the non-invasive bladder volume measuring instrument (bladder scan):

\$ _____ per unit* x 3 = _____ \$ Total

***Note: This price must exclude the trade-in allowance for used instruments.**

The price provided above by the bidder must meet the requirements stipulated in this invitation to tender.

Trade-in

Allowance per instrument traded in:

Instrument no. 1

Manufacturer: Verathon Medical

Model: BVI 3000

Serial number: 04277803

Allowance: \$ _____

Instrument no. 2

Manufacturer: Verathon Medical

Model: BVI 3000

Serial number: 01280381

Allowance: \$ _____

Warranty term (parts and labour) effective from the date of receipt of goods : _____

ANNEX C**SELECTION CRITERIA**

Selection Criteria		Yes/No	Reference
1.	The equipment meets Health Canada's requirements		
2.	The three instruments are calibrated before delivery		
3.	The instrument provides the option of printing out copies of the obtained results		
4.	The parts and materials are new and original components		
5.	A console with screen is provided to view bladder volume results		
6.	The instrument is provided with a probe for collecting bladder volume data		
7.	Two rechargeable battery sets are provided with each instrument		
8.	A minimum of one battery charger is provided with each instrument		
9.	Starter package including: - Printer paper for each instrument - Compatible germicidal pads		
10.	All necessary material to calibrate the instrument(s) on site is provided		
11.	A mobile carriage mounted on casters is provided		
12.	French and English versions of the operating manual are provided with each instrument		
13.	Each instrument is certified compliant with Health Canada's requirements		
14.	Instruments are resistant to disinfectants		
15.	The three instruments, tables and calibration systems are covered by a minimum one-year warranty (parts and labour)		