

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving**  
**PWGSC**  
**33 City Centre Drive**  
**Suite 480**  
**Mississauga**  
**Ontario**  
**L5B 2N5**  
**Bid Fax: (905) 615-2095**

**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> Air Compressor & Dryer Inspection	
<b>Solicitation No. - N° de l'invitation</b> W0113-130110/A	<b>Date</b> 2014-02-20
<b>Client Reference No. - N° de référence du client</b> W0113-130110	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$TOR-024-6551	
<b>File No. - N° de dossier</b> TOR-3-36284 (024)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2014-04-07</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Brewster, Shannon	<b>Buyer Id - Id de l'acheteur</b> tor024
<b>Telephone No. - N° de téléphone</b> (905) 615-2028 ( )	<b>FAX No. - N° de FAX</b> (905) 615-2060
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE 16 Ramillies Rd Bldg. P-154 Borden Ontario L0M1C0 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

<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</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**Issuing Office - Bureau de distribution**  
Public Works and Government Services Canada  
Ontario Region  
33 City Centre Drive  
Suite 480  
Mississauga  
Ontario  
L5B 2N5

Solicitation No. - N° de l'invitation

W0113-130110/A

Amd. No. - N° de la modif.

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TOR-3-36284

Buyer ID - Id de l'acheteur

tor024

CCC No./N° CCC - FMS No/ N° VME

W0113-130110

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## **BID SOLICITATION**

**FOR**

**AIR COMPRESSOR AND AIR DRYER SERVICES**

**REQUIRED BY**

**TECH SERVICES CONSTRUCTION ENGINEERING,  
DEPARTMENT OF NATIONAL DEFENCE (DND)**

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Solicitation No. - N° de l'invitation

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

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File No. - N° du dossier

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CCC No./N° CCC - FMS No/ N° VME

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**List of Annexes:**

Annex A            Statement of Work

Appendix 1 to Annex A - DND 626, Task Authorization (TA) Form

Appendix 2 to Annex A - Location and Inventory List

Annex B            Basis of Payment

Annex C            Bid Evaluation Criteria

## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirement**

There is no security requirement associated with this bid solicitation.

### **1.2 Requirement**

The requirement is detailed under Article 6.2, Part 6 - Resulting Contract Clauses.

### **1.3 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

### 2.1 Standard Instructions, Clauses and Conditions

- (a) 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.
- (b) 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.
- (c) The 2003 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.
- (d) The following modification is to the standard instructions 2003:  
Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:  
Delete: sixty (60) days  
Insert: ninety (90) days

### 2.2 Submission of Bids

- (a) 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.
- (b) Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

### 2.3 Enquiries - Bid Solicitation

- (a) All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.
- (b) 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.

### 2.4 Applicable Laws

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

## 2.5 No Substitute Products

Bidders must provide products that are of the same description, brand name, model and/or part number as detailed in the item description of the bid solicitation. Bidders are advised that substitute products will not be considered.

## 2.6 Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for site visit to be held on **Tuesday March 18, 2014, 16 Ramillies Rd. CFB Borden, Borden Ont. L0M 1C0, in the Base Construction Engineering Contracts Conference Room, Room 234, Building P-154, at 10am.** Bidders must communicate with the Contracting Authority no later than three (3) days before the scheduled visit to confirm attendance and provide the names of the person(s) who will attend. Bidders will be required to sign an attendance form. Bidders should confirm in their bids that they have attended the site visit. Bidders who do not attend or send a representative will not be given an alternative appointment and their bids will be rejected as non-compliant. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

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

- (i) Section I: Technical Bid (4 hard copies)
- (ii) Section II: Financial Bid (1 hard copy)
- (iii) Section III: Certifications (1 hard copy)

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

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

- (i) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (ii) 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:

- (i) 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
- (ii) 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.

### 3.2 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.

### 3.3 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, if applicable.

### 3.4 Section III: Certifications

Bidders must submit and comply with the certifications required under Part 5.



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

### **4.1 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.

### **4.2 Technical Evaluation**

#### **(a) Mandatory Technical Criteria**

- (i) The proposed product must meet the mandatory criteria in Annex C - Bid Evaluation Criteria.

### **4.3 Financial Evaluation**

#### **(a) Evaluation of Price - Aggregate**

- (i) The Bidder must complete and submit with its bid, pricing in accordance with Annex B - Basis of Payment.
- (ii) The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included. The total estimated usage for each line item will be multiplied by the Firm Unit Price to determine the extended price for that line item. The extended price for all line items will be totalled to determine the aggregate price for evaluation purposes.

#### **(b) SACC Manual Clause**

A0220T (2013-04-25), Evaluation of Price

### **4.4 Basis of Selection**

- (a) 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 on an aggregated basis' 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.

### **5.1 Mandatory Certifications Required Precedent to Contract Award**

#### **(a) 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.

#### **(b) 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](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

### 6.1 Security Requirement

There is no security requirement applicable to this Contract.

### 6.2 Requirement

The Contractor must provide inspection, maintenance and repair for air compressors and air dryers in accordance with the Requirement at Annex " A ".

### 6.3 Task Authorization (TA)

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

#### (a) Task Authorization Process

- (i) The Project Authority will provide the Contractor with a description of the task using the "DND 626, Task Authorization Form" specified in Appendix 1 to Annex A.
- (ii) The Task Authorization (TA) will contain the details of the work to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the breakdown of the cost(s) established in accordance with the Basis of Payment, specified in the Contract.
- (iii) The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

#### (b) Task Authorization Limit

- (i) The Project Authority may authorize individual task authorizations up to a limit of \$12,000.00, Applicable Taxes included, inclusive of any revisions.
- (ii) Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

#### (c) Minimum Work Guarantee - All the Work - Task Authorizations

- (i) In this clause,  
"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and  
"Minimum Contract Value" means 3% of the Maximum Contract Value.
- (ii) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph iii. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

- (iii) In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (iv) Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

(d) **Periodic Usage Reports - Contracts with Task Authorizations**

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

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

The data must be submitted on an annual basis to the Contracting Authority.

The annual period is defined as follows:

Annual: April 1 to March 31;

The data must be submitted to the Contracting Authority no later than ten (10) calendar days after the end of the reporting period.

(i) **Reporting Requirement - Details**

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

A. **For each authorized task:**

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

B. **For all authorized tasks:**

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

**(e) Task Authorization - Department of National Defence**

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

**6.4 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.

**(a) General Conditions**

2010C (2013-06-27), General Conditions - Services (Medium Complexity), apply to and form part of the Contract.

**6.5 Term of Contract****(a) Period of the Contract**

The period of the Contract is from June 1, 2014 and ends May 31, 2015.

**(b) Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to four (4) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

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

**6.6 Authorities****(a) Contracting Authority**

The Contracting Authority for the Contract is:

Name: Shannon Brewster  
 Title: Supply Specialist  
 Organization: Public Works and Government Services Canada  
 Acquisitions Branch  
 Ontario Region  
 Address: 33 City Centre Drive, Suite 480C  
 Mississauga ON L5B 2N5  
 Telephone: 905-615-2028  
 Facsimile: 905-615-2060  
 E-mail address: shannon.brewster@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.

**(b) Project Authority (to be provided at Contract Award)**

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.

**(c) Contractor's Representative (to be provided at bid closing)**

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

**6.7 Payment****(a) Basis of Payment - Limitation of Expenditure - Task Authorizations**

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

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

**(b) Limitation of Expenditure - Cumulative Total of all Task Authorizations**

- (i) Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ \_\_\_\_\_. Customs duties are included and Applicable Taxes are extra.

- (ii) No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- (iii) The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - (A) when it is 75 percent committed, or
  - (B) four (4) months before the contract expiry date, or
  - (C) as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
- (iv) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

(c) **Multiple Payment**

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

- (i) 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;
- (ii) all such documents have been verified by Canada; and
- (iii) the Work delivered has been accepted by Canada.

(d) **SACC Manual Clauses**

- (i) SACC Manual Clause C2000C (2007-11-30), Taxes - Foreign-based Contractor

(e) **Payment of Invoices by Credit Card**

**Canada requests that bidders complete one of the following:**

- ( ) Government of Canada Acquisition Cards (credit cards) will be accepted for payment of invoices.

The following credit card(s) are accepted:

( ) VISA

( ) MasterCard

**OR**

- ( ) Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of invoices.

The Bidder is not obligated to accept payment by credit card.

Acceptance or credit cards for payment of invoices will not be considered as an evaluation criterion.

**6.8 Invoicing Instructions**

- (a) 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.

## (b) Invoices must be distributed as follows:

- (i) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- (ii) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

**6.9 Certifications**(a) **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.

**6.10 Applicable Laws**

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

**6.11 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) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- (b) General Conditions 2010C (2013-06-27), General Conditions - Services (Medium Complexity);
- (c) Annex A, Requirement;
  - (i) Appendix 1 to Annex A - DND 626, Task Authorization Form
  - (ii) Appendix 2 to Annex A - Location and Inventory List
- (d) Annex B, Basis of Payment; and
- (e) the Contractor's bid dated \_\_\_\_\_. (insert at time of contract award)

**6.12 SACC Manual Clauses**

**A9039C (2008-05-12), Salvage:** All scrap and waste material will become the property of the Contractor who must remove it from the site.

**A9062C (2011-05-16), Canadian Forces Site Regulations:** The Contractor must comply with all standing orders or other regulations, instructions and directives in force on the site where the Work is performed.

**SACC Manual Clause B9025C (2008-12-12), On-site Maintenance:** The Contractor must perform on-site maintenance and related services with respect to Canada-owned equipment and components located at the site(s) identified at Appendix 1 to Annex A. The Work will be



performed on an as-and-when requested basis in accordance with the Statement of Work at Annex A.

### **6.13 Insurance**

G1005C (2008-05-12), Insurance

## ANNEX A - REQUIREMENT

### 1. REQUIREMENT

The Department of National Defence (DND), Tech Services Construction Engineering, has a requirement for the provision of services, on an 'as and when requested' basis, to provide labour, materials, tools, equipment and transportation required for inspections, maintenance and repairs of air compressors and air dryers.

### 2. BACKGROUND

The Base Construction Engineering Unit, at CFB Borden, Ontario, is responsible for all of the maintenance, inspection and repair of all Air Compressors and Air Dryers. In the performance of this responsibility, there exists a requirement for a maintenance and repair program in support of Units within the CFB Borden, Borden, Ontario.

### 3. SCOPE

The Contractor must provide services that include performing quarterly inspections, minor maintenance and carry out repairs while strictly adhering to the rules, codes and standards listed under Article 4, References. Responsibilities will also include, but are not limited to, the following tasks and deliverables:

#### Tasks:

- a. Quarterly Inspections must be performed every three months, commencing 30 calendar days after Contract award, and include:
  - Checking Oil Level;
  - Checking electrical connections;
  - Check pressure relief, back pressure and all other valves;
  - Check Filters;
  - Check operation of tank drain, general cleanliness of unit and surrounding area;
  - Check air intake filter;
  - Adjust drive belt;
  - Bring oil level up, adjust, tighten and clean all components;
  - Grease and lubricate where required; and
  - Recommendations for repairs.
- b. Annual Preventative Maintenance must be performed in conjunction with the Quarterly Inspections and include:
  - All work that will be carried out during the quarterly inspections; and
  - Change of all greases, oils, cleaners, belts and filters.

#### Deliverables:

- a. Recommendations for repairs must be submitted in writing to the Project Authority (PA), with an estimated cost. The Contractor must not undertake any of the specified work unless a Task Authorization (TA) is issued. In the event of emergency repairs, verbal approval must be sought as per Article 6(b).
- b. Every repair must be installed to the specifications, drawings and directions from the References listed under Article 4.

- c. Every repair must be tested and the results provided to the PA. The repair must meet or exceed the requirements and standards provided under Article 4, References.
- d. Contractor must be responsible for all reports, certifications and permits of all equipment covered by this contract.

#### 4. REFERENCES

All work must be performed in accordance with the latest editions of the following references:

- a. CAN/CSA C22.1-06 Canadian Electrical Code, Part 1 and all Local Amendments;
- b. Ontario Electrical Safety Code (OESC);
- c. National Building Code;
- d. CFB Borden Security Orders; and
- e. All other applicable CFB Borden Orders and industry codes and standards.

#### 5. EQUIPMENT/SYSTEMS

A list of Air Compressors and Air Dryer systems, as well as their location, are detailed in Appendix 2 to Annex A - Location and Inventory List. The list of systems are subject to change as new systems come on line or old systems decommissioned.

#### 6. CONSTRAINTS

- a. All repairs must be accepted by the PA and the Unit Representative.
- b. Any deviation from the specifications, drawings, directions or references must be approved prior to installation by the PA and updated and forwarded to PA.
- c. Air compressors and air dryers may be added or deleted at any time during the duration of this contract.
- d. All materials and parts used by the Contractor must be those specified by the manufacturer of the equipment.
- e. All air compressors and air dryers that are to be serviced under this scope of work must be listed within the attached inventory lists.
- f. Maintenance Service provided to such that to keep equipment in good working condition.

#### 7. EMERGENCY SERVICE AND REGULAR SERVICE RESPONSE TIMES

- a. The Contractor must be responsible to provide service on a 24 hour basis.
- b. In an emergency situation, the Contractor must, upon verbal authorization from the PA, proceed with work within four (4) hours. A TA will be issued as soon as it is practical for the PA to do so.
- c. The Contractor must not refuse any call for service and must begin work within twelve (12) hours upon contact from the PA.
- d. All repairs of units, in this scope of work, must be performed on site at the locations identified under Appendix 2 to Annex A - Location and Inventory List.

#### 8. DEFINITION OF A DAY / PRORATION

Normal working hours will be within 08:00 to 16:00 Monday through Friday inclusive, excluding statutory holiday. A day is defined as 7.5 hours exclusive of meal breaks. Payment will be for days actually worked with no provision for annual leave, statutory holidays and sick leave. Time worked which is more or less than a day will be prorated to reflect actual time worked in accordance with the following formula:

$$\text{Hours worked} \div 7.5 \text{ hours} \times \text{per diem rate}$$

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Amd. No. - N° de la modif.

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## APPENDIX 1 TO ANNEX A - DND 626, TASK AUTHORIZATION FORM



National Defence	Défense nationale
---------------------	----------------------

**TASK AUTHORIZATION**  
**AUTORISATION DES TÂCHES**

All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. - N° du contrat
		Task no. - N° de la tâche
Amendment no. - N° de la modification	Increase/Decrease - Augmentation/Réduction	Previous value - Valeur précédente
To - À	<b>TO THE CONTRACTOR</b> You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task. Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract. <b>À L'ENTREPRENEUR</b> Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande. Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.	
Delivery location - Expédition à CONTRACTS-ROOM 235 BASE CONSTRUCTION ENGINEERING 16 RAMILLIES ROAD (P-154) BORDEN, ON L0M 1C0	Date _____ for the Department of National Defence pour le ministère de la Défense nationale	
Delivery/Completion date - Date de livraison/achèvement		
Contract item no. N° d'article du contrat	Services	Cost Prix
WC#		
		GST/HST TPS/TVH
		Total
<b>APPLICABLE ONLY TO PW88C CONTRACTS:</b> The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract. <b>NE S'APPLIQUE QU'AUX CONTRATS DE TP88C :</b> La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.		
for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux		

### Instructions for completing DND 626 - Task Authorization

**Contract no.**  
Enter the PWGSC contract number in full.

**Task no.**  
Enter the sequential Task number.

**Amendment no.**  
Enter the amendment number when the original Task is amended to change the scope or the value.

**Increase/Decrease**  
Enter the increase or decrease total dollar amount including taxes.

**Previous value**  
Enter the previous total dollar amount including taxes.

**To**  
Name of the contractor.

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

**Delivery/Completion date**  
Completion date for the task.

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

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

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

**GST/HST**  
The GST/HST cost as appropriate.

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

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

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

### Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

**N° du contrat**  
Inscrivez le numéro du contrat de TPSGC en entier.

**N° de la tâche**  
Inscrivez le numéro de tâche séquentiel.

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

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

**Valeur précédente**  
Inscrivez le montant total précédent, y compris les taxes.

**A**  
Nom de l'entrepreneur.

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

**Date de livraison/d'achèvement**  
Date d'achèvement de la tâche.

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

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

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

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

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

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

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

**APPENDIX 2 TO ANNEX A - LOCATION AND INVENTORY LIST**

(The systems listed below are subject to change as new systems come on line or old systems decommissioned.)

Building	Address	Make	Model	Voltage	PH	HP	Serial #
A-141	47-School St rm-001	Devair cont	TAP-5052				41929-OC
A-142	264-Lundy Ln	Devilbiss	247	575	3	5hp	
A-142	264-Lundy Ln RM-1151	DeVair	TAP-5052	575	3	5	40653 NI
A-142	264-Lundy Ln RM-1134	DV Systems	S-0011433(C15TD)	575	3	15	37482
A-142	264-Lundy Ln RM-2307	comp	123				2989
A-142	264-Lundy Ln RM-2307	tank-controls	390491				FO626 IC
A-142	264-Lundy Ln	Devilbiss	445	575	3	10hp	
A-142	264-Lundy Ln	Devilbiss	Duplex 445	575	3	25hp	
A-142	264-Lundy Ln-rm-1205	Comp	123				1262
A-142	264-Lundy Ln-rm-1205	tank	SF-43266				
A-146	231-Craftsman (out.mech.rm)	Devilbiss	TAP-5052	200	3	5hp	33668
A-154	21-Spitfire Ln- (Mech Rm.)rm-110	DV systems	SG20T-69	575	3	20	36349
A-154	21-Spitfire Ln- (Mech Rm.)rm-110	DEVAIR	Dsc-30-69	575	3	30hp	35823-RB
A-154	21-Spitfire Ln		Screw				
A-154	21-Spitfire Ln (left of Mn.entrance)	Omega	TK-100(base mnt.)	575	3	5	0807-R7124
A-154	21-Spitfire Ln	Broom Wade	N 309-780	575	3	7.5hp	
A-170	436-Hangar Rd	Campbell-Hau	VT619503AJ	240	1	3hp	L11/12/199900305
A-170	436-Hangar Rd rm-101	Campbell		240	1	3hp	
A-171	83-Argus Cr-rm-117	Devilbiss-cont	VOL-5031	115	1	1	EK-23919
A-171	83-Argus Cr-rm-117	Devilbiss	TAO-5050	575	3	3hp	96129
A-171	83-Argus Cr	Devilbiss	247	230	1	5hp	
A-171	83-Argus Cr	Devilbiss	123	115/220	1	1hp	
A-175	151-Hangar Rd rm-102	Devilbiss	VAT-5060	575	3	10hp	10465
A-179	1067-Dieppe Rd	Devilbiss	247	220	1	5hp	
A-179	1067-Dieppe Rd	Devilbiss	445	208	3	10hp	
A-218	167-Hangar Rd shop fl.	Devilbiss	445				8612
A-218	167-Hangar Rd	Devilbiss	445				8611

	shop fl.						
A-218	167-Hangar Rd tank.	CRNC					5494652
A-218	167-Hangar Rd	Devilbiss	Duplex 445	575	3	20hp	VAW-5080
A-243	17-Hangar Rd-rm-204	Johnson-Controls	JUBJ-5024				12075
A-243	17-Hangar Rd	Compare	6060AH	575	3	60hp	CO9A7017H4972
A-243	17-Hangar Rd	Compare	6060AH	575	3	60hp	CO9A7017H4974
A-245	325-Lundy Ln(SHOP FLOOR)	Ingersol Rand	234C2	208	3	2hp	
A-249	384-Hangar Rd Rm-104	Devair	TAP5052NB	208	3	5hp	40313
A-249	384-Hangar Rd	Devilbiss	247				
A-252	361-Hangar Rd	Devair	Vat-5063	208	3	10hp	49117RD
A-252	361-Hangar Rd	Devilbiss	447				
A-253	31-Hangar Rd-rm-118	Hydrovane	HV22ACE08-575D	575	3	30	B138A9119A000700
A-253	31-Hangar Rd-rm-118	Hydrovane	HV22ACE08-575D	575	3	30	V22-000699-0902
A-253	31-Hangar Rd		Screw	575	3	40hp	
A-253	31-Hangar Rd		Screw	575	3	40hp	
A-254	221-Craftsman rm-2002	Devair cont.	VAV-5062				34417 NO
A-254	221-Craftsman rm-2002	Devair cont.	VAV-5062	575	3	25	34418 NO
A-254	221-Craftsman rm-2002	Devilbiss cont.	VAZ-5080				FD-24470
A-254	221-Craftsman rm-2002	Devilbiss	UDJ-5544A	575	3	.5X2	FI25018
A-254	221-Craftsman	Devilbiss	447	575	3	15hp	
A-256	190-Hangar Rd. rm-118	Devilbiss (cont)	VDL-5550				32512JA
BP-82	19-Perimeter Rd	UNIVERSAL BLWR	GA EMDPA(PAC)	575	3	20hp	9797L05
CFAD 200	187-CFAD-First (BLR RM)	Devilbiss	VAV-5062	575	3	15hp	33652-JK

CFAD 200	187-CFAD-First (BLR RM)	DEVAIR	SUDN-5032 (CJO-040213)				45304PD
CFAD 200	187-CFAD-First	Hydrovane	043K07.108	200	3	10	12HV692912/1/1
CFAD 200	187-CFAD-First	Devilbiss	447	575	3	15hp	
CFAD 209	71-CFAD-Second	Devair	VAT-5063	575	3	10	44859PF
CFAD 209	71-CFAD-Second	Broom Wade	E7400.26				301529
CFAD 209	71-CFAD-Second	Broom Wade	N/A	575	3	705HP	
CFAD 209	71-CFAD-Second	Devilbiss	447	208	3	10hp	
E-186	150-Ortona Rd	Devilbiss	432	220	1	5hp	
E-186	150-Ortona Rd-Bsmt	Devilbiss	VAP-5050	220	1	5hp	13810
H-3	174-Hangar Rd.	Devair-controls	UDK-5031-21				36380
H-5	146-Hangar Rd	Devair	UDL-5032-21	575	3	1	36405
H-5	146-Hangar Rd	Devair		115	1	1hp	
H-17	26-Mitchell Rd. Bsmt	Devair-controls	SUDL-5030-21				44083
H-17	26-Mitchell Rd.	Devilbiss	VAY-5081	575	3	30hp	33045-Kc
H-17	26-Mitchell Rd.	Arrow Pneumatics	Mod-DF				R-378-125
H-17	26-Mitchell Rd.	Devilbiss	mod-VAY-5081	575	3	30hp	33044-ko
H-18	60-Mitchell Rd. bsmnt	comp	123 PUMP	575	3	2	2882
H-18	60-Mitchell Rd. bsmnt	tank	CAT#-309242				E7397.26
H-18	60-Mitchell Rd. under str	Devilbiss	CJO-7327	575	3	10hp	21272
H-18	60-Mitchell Rd. under str	Devilbiss	TAP-5050	575	3	5hp	8397
O-95	45-Maintenance-C-shop	Devair	447				46676
O-95	45-Maintenance-C-shop	Devair	447				7786
O-95	45-Maintenance-C-	Devair	CJCO030313	575	3	25hp	46676



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O-95	45-Maintenance-rm-118	447-7792	C 6406.1C				940688
O-95	45-Maintenance-rm-118	447-7791	VAX-5081	575	3	25hp	EK23969
O-95	45-Maintenance-rm-124	Devilbiss	VAX-5080	575	3	25hp	25766
O-95	45-Maintenance-rm-124	Devilbiss	VAX-5080				
O-95	45-Maintenance-rm-124	Devilbiss	VAX-5080				
O-97	164c-Cambrai Rd	Devilbiss		115	1	3/4hp	
O-101	164d-Cambrai	Hibbon Blower		575	3	60hp	
O-101	164d-Cambrai	Hibbon Blower		575	3	60hp	
O-101	164d-Cambrai	Boc Edwards	SNH811MASAH	575	3	Blower 60hp	
O-101	164d-Cambrai	Boc Edwards	SNH811MASAH	575	3	Blower 60hp	
O-113	145-Somme Blvd-bsmnt	Cntrl-Tank	123				1810
O-113	145-Somme Blvd-bsmnt	Cntrl-Tank	H7951				5826853
O-114	72-El Alamein-rm-002	Devair	TAP-5052	208	3	5	37340-LI
O-114	72-El Alamein	Devair	247				3414
O-114	72-El Alamein	Devilbiss	247	208	3	5hp	
O-144	164b-Cambrai Rd	Devilbiss	UDK-5031	115/220	1	3/4hp	FB22944
O-161	45b-Maintenance	Devilbiss	VAP-5051	200	3	5hp	23307
O-161	45b-Maintenance	Devilbiss	432	575	3	5hp	
O-166	30-Ortona Rd	Devilbiss	220	115/220	1	3/4hp	
O-177	45a-Maintenance-rm-201	Devair	VAI-5060	575	3	10hp	849345
O-177	45a-Maintenance-rm-201	Devair	VAX-5081	575	3	25hp	34254NE
P-151	61-Ramillies Rd-shp-flr	Devilbiss	VAT-5060	208	3	10hp	7320
P-154	16-Ramillies Rd	Devilbiss	Duplex 220	220	1	1/2hp	
P-154	16-Ramillies Rd	Devilbiss	VAV-5060	208	3	15hp	14193

P-156	80-Ramillies Rd(SHOP FLR SW-END)	Devilbiss	TAP-5052	208	3	5hp	
P-160	32-Caen Circle-rm-002	Devillbiss	HUDN-5555-A				16235-AJ
P-171	16f-Ramillies Rd(GRN TANK IN YARD)	Quincey	108	208	3	1.5	
P-171	16f-Ramillies Rd(GRN TANK IN YARD)	Quincey	108	208	3	1.5	
P-171	16f-Ramillies Rd	Kellog	N/A	115/220	1	5	
P-188	45b-Ramillies Rd	Devilbiss	PAPV-5051	115/220	1	5	32473
P-188	45b-Ramillies Rd	Devilbiss	UDK-5031	208	3	0.75	36254
P-189	61a-Ramillies Rd	Devair	Tapv-5025	575	3	5hp	34847
S-138	40-Rafah Cres.	Devair- controls	VDK-5031				18960B14
S-140	192-Atlantic Rd. Bsmnt	Devair- controls	VDK-5031				36570RI
S-149	25-Anson Rd.-rm-225	Devair- controls	UDJ-5544A				1562AF
S-161	38-Market Garden Cres.	Emglo	2K15A-60	230	1	1.5x2	
T-145	110 Atlantic Rd. rm-129	Devilbiss	BUBN-5044				11521
T-157	154 Atlantic Rd (Shop Floor)	Speedaire	4B236C	230	1	SPL	L3/11/03-00057

## ANNEX B - BASIS OF PAYMENT

**Initial Contract Period: 01 June, 2014 to 31 May, 2015**

### 1. Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price ( Applicable Taxes extra)
1	Quarter 1	\$ _____ / Lot
2	Quarter 2	\$ _____ / Lot
3	Quarter 3	\$ _____ / Lot
4	Quarter 4	\$ _____ / Lot

### 2. Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of on site productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of service calls: 20 per year)	\$ _____ / call	\$ _____ / call
2	Outside regular working hours (Monday to Saturday) (Estimated number of service calls: 4 per year)	\$ _____ / call	\$ _____ / call
3	Sunday and Statutory Holidays (Monday to Saturday) (Estimated number of service calls: 1 per year)	\$ _____ / call	\$ _____ / call

### 3. Labour (only in addition to Article 2)

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of hours: 60 per year)	\$ _____ / hour	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday) (Estimated number of hours: 12 per year)	\$ _____ / hour	\$ _____ / hour
3	Sunday and Statutory Holidays (Monday to Saturday)	\$ _____ / hour	\$ _____ / hour

	(Estimated number of hours: 10 per year)		
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#### 4. **Material and Replacement Parts**

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_\_.  
(Estimated Material Usage: \$10,000.00 per year.)
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

**Option Period 1: 01 June, 2015 to 31 May, 2016****1. Inspections and Preventative Maintenance**

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price ( Applicable Taxes extra)
1	Quarter 1	\$ _____ / Lot
2	Quarter 2	\$ _____ / Lot
3	Quarter 3	\$ _____ / Lot
4	Quarter 4	\$ _____ / Lot

**2. Service Calls**

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of on site productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of service calls: 20 per year)	\$ _____ / call	\$ _____ / call
2	Outside regular working hours (Monday to Saturday) (Estimated number of service calls: 4 per year)	\$ _____ / call	\$ _____ / call
3	Sunday and Statutory Holidays (Monday to Saturday) (Estimated number of service calls: 1 per year)	\$ _____ / call	\$ _____ / call

**3. Labour** (only in addition to Article 2)

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of hours: 60 per year)	\$ _____ / hour	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday) (Estimated number of hours: 12 per year)	\$ _____ / hour	\$ _____ / hour
3	Sunday and Statutory Holidays (Monday to Saturday) (Estimated number of hours: 10 per year)	\$ _____ / hour	\$ _____ / hour

#### 4. Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_\_%.

(Estimated Material Usage: \$10,000.00 per year.)

- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

**Option Period 2: 01 June, 2016 to 31 May, 2017****1. Inspections and Preventative Maintenance**

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price ( Applicable Taxes extra)
1	Quarter 1	\$ _____ / Lot
2	Quarter 2	\$ _____ / Lot
3	Quarter 3	\$ _____ / Lot
4	Quarter 4	\$ _____ / Lot

**2. Service Calls**

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of on site productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of service calls: 20 per year)	\$ _____ / call	\$ _____ / call
2	Outside regular working hours (Monday to Saturday) (Estimated number of service calls: 4 per year)	\$ _____ / call	\$ _____ / call
3	Sunday and Statutory Holidays (Monday to Saturday) (Estimated number of service calls: 1 per year)	\$ _____ / call	\$ _____ / call

**3. Labour (only in addition to Article 2)**

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of hours: 60 per year)	\$ _____ / hour	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday) (Estimated number of hours: 12 per year)	\$ _____ / hour	\$ _____ / hour
3	Sunday and Statutory Holidays (Monday to Saturday)	\$ _____ / hour	\$ _____ / hour

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Buyer ID - Id de l'acheteur

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File No. - N° du dossier

TOR-3-36284

CCC No./N° CCC - FMS No/ N° VME

	(Estimated number of hours: 10 per year)		
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#### 4. Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_\_.  
(Estimated Material Usage: \$10,000.00 per year.)
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.



### Option Period 3: 01 June, 2017 to 31 May, 2018

#### 1. Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price ( Applicable Taxes extra)
1	Quarter 1	\$ _____ / Lot
2	Quarter 2	\$ _____ / Lot
3	Quarter 3	\$ _____ / Lot
4	Quarter 4	\$ _____ / Lot

#### 2. Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of on site productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of service calls: 20 per year)	\$ _____ / call	\$ _____ / call
2	Outside regular working hours (Monday to Saturday) (Estimated number of service calls: 4 per year)	\$ _____ / call	\$ _____ / call
3	Sunday and Statutory Holidays (Monday to Saturday) (Estimated number of service calls: 1 per year)	\$ _____ / call	\$ _____ / call

#### 3. Labour (only in addition to Article 2)

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of hours: 60 per year)	\$ _____ / hour	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday) (Estimated number of hours: 12 per year)	\$ _____ / hour	\$ _____ / hour
3	Sunday and Statutory Holidays (Monday to Saturday)	\$ _____ / hour	\$ _____ / hour

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

tor024

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

W0113-130110

File No. - N° du dossier

TOR-3-36284

CCC No./N° CCC - FMS No/ N° VME

	(Estimated number of hours: 10 per year)		
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#### 4. Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_\_%.

(Estimated Material Usage: \$10,000.00 per year.)

- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

**Option Period 4: 01 June, 2018 to 31 May, 2019****1. Inspections and Preventative Maintenance**

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price ( Applicable Taxes extra)
1	Quarter 1	\$ _____ / Lot
2	Quarter 2	\$ _____ / Lot
3	Quarter 3	\$ _____ / Lot
4	Quarter 4	\$ _____ / Lot

**2. Service Calls**

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of on site productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of service calls: 20 per year)	\$ _____ / call	\$ _____ / call
2	Outside regular working hours (Monday to Saturday) (Estimated number of service calls: 4 per year)	\$ _____ / call	\$ _____ / call
3	Sunday and Statutory Holidays (Monday to Saturday) (Estimated number of service calls: 1 per year)	\$ _____ / call	\$ _____ / call

**3. Labour (only in addition to Article 2)**

Item	Description	Firm Unit Price Per Technician	Firm unit Price Per Helper
1	During regular working hours (Monday to Friday) (Estimated number of hours: 60 per year)	\$ _____ / hour	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday) (Estimated number of hours: 12 per year)	\$ _____ / hour	\$ _____ / hour
3	Sunday and Statutory Holidays (Monday to Saturday)	\$ _____ / hour	\$ _____ / hour

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TOR-3-36284

CCC No./N° CCC - FMS No/ N° VME

	(Estimated number of hours: 10 per year)		
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#### 4. Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.

(Estimated Material Usage: \$10,000.00 per year.)

- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## ANNEX C - BID EVALUATION CRITERIA

### 1. Mandatory Technical Criteria

The bidder must provide documentation and demonstrate in the bid that their proposed Air Compressor and Air Dryer Units meet each and every criteria. **Failure to provide supporting documentation may result in the bid being deemed non-responsive.**

#	Mandatory Criteria	Bidder's Response
		Demonstrated and Supporting Documentation (Bidders to insert data and page number)
<b>M1</b>	The Bidder must have attended the mandatory site visit.	
<b>M2</b>	The Bidder must demonstrate that they have a minimum of five (5) years experience in the inspection, maintenance and servicing of Air Compressor and Air Dryer systems.	
<b>M3</b>	<p>The Bidder must demonstrate that they have been awarded a minimum of two (2) previous contracts for the provisions of servicing, maintaining and inspecting Air Compressor and Air Dryer systems, that are similar* in scope and size as outlined in Appendix 2 to Annex A - Location and Inventory List.</p> <p>For each referenced Contract, Bidders must identify:</p> <ul style="list-style-type: none"> <li>a. A description of the Contract demonstrating experience in providing services, maintenance and inspection of the Air Compressor and Air Dryer systems.</li> <li>b. The Contract duration including start and end dates.</li> <li>c. The Contract representative name, title and contact information (e-mail and phone number) to verify the accuracy of the submitted information.</li> </ul> <p><i>*Similar - having worked on a minimum of 25% of the total number of systems identified in Appendix 2 to Annex A - Location and Inventory List.</i></p>	