



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

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

**11 Laurier St./11, rue Laurier**

**Place du Portage, Phase III**

**Core 0A1 / Noyau 0A1**

**Gatineau**

**Québec**

**K1A 0S5**

**Bid Fax: (819) 997-9776**

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

<b>Title - Sujet</b> MARKER,IDENTIFICATION	
<b>Solicitation No. - N° de l'invitation</b> W8486-140484/A	<b>Date</b> 2014-02-28
<b>Client Reference No. - N° de référence du client</b> W8486-140484	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$CW-020-64769	
<b>File No. - N° de dossier</b> cw020.W8486-140484	<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 2014-03-18</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 checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Werk(cw), Janet	<b>Buyer Id - Id de l'acheteur</b> cw020
<b>Telephone No. - N° de téléphone</b> (613) 998-3968 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du**

**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Communication Procurement Directorate/Direction de  
l'approvisionnement en communication

360 Albert St./ 360, rue Albert

12th Floor / 12ième étage

Ottawa

Ontario

K1A 0S5

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

## REQUEST FOR PROPOSAL

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## PART 1 - GENERAL INFORMATION

### 1. Introduction

The bid solicitation is divided into six (6) parts plus annexes as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, if applicable, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided; and
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment and Visuals for reference purposes only.

### 2. Summary

This procurement is not subject to all Comprehensive Land Claims Agreements (CLCA) as any resultant contract will not be sent to the CLCA areas.

The Department of National Defence (DND) has a requirement for the printing and delivery of

- 10,000 Maple Leaf labels + 5 samples;
- 23,000 small Green Gloss marker identification labels Numeral 0 to 9 + 5 samples of each;
- 151,500 large Marker Identification labels + 5 samples of each Numeral 0 to 9 Marker Identification Labels.

Bidders must provide a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2003 (preferably with their bid).

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

This procurement is limited to Canadian good and/or services.

**Delivery date:** The Contractor must deliver all material to all destination **on or before May 29, 2014**

**Basis of Selection:** A bid must comply with all requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

### 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 will be in writing.

## 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* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) 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 (2013-06-27) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

By submitting a bid, the Bidder certifies as per section 01 of Standard Instructions 2003 for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation therein required will help Canada in confirming that the certifications are true.

### 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.

Department of Public Works and Government Services

**Bid Receiving Unit**

Place du Portage, Phase III, Core 0A1

11 Laurier Street

Gatineau, Quebec

For couriers: J8X 4A6

For regular mail: K1A 0S5

Telephone : (819) 956-3370

**Fax: (819) 997-9776**

**Bids submitted by fax will be accepted.**

### 3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority ([janet.werk@pwgsc-tpsgc.gc.ca](mailto:janet.werk@pwgsc-tpsgc.gc.ca)) no later than **six (6)** 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

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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 Ontario.

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

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

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

Canada requests that bidders provide their bid as follows:

Section I: Financial Bid (1 hard copy)

Section II: Certifications (1 hard copy)

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

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

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

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

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or 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: Financial Bid**

Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B". The total amount of Applicable Taxes [Goods and Services Tax (GST) or Harmonized Sales Tax (HST)] must be shown separately.

#### **Section II: Certifications**

**1.1** Bidders must submit the certifications required under Part 5.

#### **1.2 Code of Conduct**

Bidders must provide a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2003

## **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 the financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### **1.1 Financial Evaluation** see Annex B

The prices for all items submitted in Annex "B" Basis of Payment for the Contract period will be added together to obtain the total evaluated price.

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

### **2. Basis of Selection**

A bid must comply with all requirements of the bid solicitation 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.

- Provide a list of names of all individuals who are directors of the Bidder, or the name of the owner, at the time of Bid submission

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

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

### 2. Additional Certifications Precedent to Contract Award

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

#### 2.1 Canadian Content Certification

**2.1.1.** SACC Manual clause A3050T (2010-01-11) Canadian Content Definition.

**2.1.2.** This procurement is limited to Canadian services.

The Bidder certifies that:

( ) the service offered is a Canadian service as defined in paragraph 2 of clause A3050T.

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## PART 6 RESULTING CONTRACT CLAUSES

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

### 1. Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

### 2. Standard Clauses and Conditions

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

#### 2.1 General Conditions

2030 (2013-06-27), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

### 3. Security Requirement

3.1 There is no security requirement applicable to this Contract.

### 4. Term of Contract

#### 4.1 Delivery date

The Contractor must deliver all material to all destination **on or before May 29, 2014**

#### 4.2 Period of the Contract

The period of the Contract is from date of Contract award to June 15, 2014 inclusive.

### 5. Authorities

#### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Janet Werk  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Communication Procurement Directorate  
12th Floor, 360 Albert Street  
Ottawa, ON K1A 0S5  
Telephone: 613-993-3968      Facsimile: 613-993-2581  
E-mail: janet.werk@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.

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cw020

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**5.2 Project Authority** (or her/his approved designated authority.)

The Project Authority (the name will be specified in the contract.)

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 (Contractor to Fill in)**

Name and telephone number of the person responsible for:

**Project Manager**

**Replacement for Project Manager**

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

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

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

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

Fax: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Fax: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

E-mail \_\_\_\_\_

E-mail \_\_\_\_\_

**6. Payment**

**6.1 Basis of Payment** firm unit price(s)

The Contractor will be paid in accordance with the Annex "B" Basis of Payment for Work performed pursuant to the Contract.

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s) as specified in in Annex B for a cost of \$ \_\_\_\_\_. Customs duties are subject to exemption 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 clause C6000C (2011/05/16) - Limitation of Price

**6.3 Method of Payment**

Payment after receipt of deliverables.

SACC Manual clause H1001C(2008-05-12) Multiple Payment

## 7. Invoicing Instructions

- 7.1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
- 7.2. Invoices must be distributed as follows:
- (a) The original must be forwarded to the respective depots in Montreal and Edmonton for certification and payment:

### -Invoice for

#### Montreal:

Dept. Of National Defence  
 Commanding Officer  
 CFSD Montreal  
 P.O. Box 4000 STN K  
 Montreal QC H1N 3R9  
 Attn: Invoice Receipt W1941

### -Invoice for

#### - Edmonton:

Dept. Of National Defence  
 7 CF Supply Depot  
 STN Forces P.O. Box 10500  
 Edmonton AB T5J 4J5  
 Attn: Invoice Receipt W2481

- (b) One (1) copy must be forwarded to Invoice Authority:
- DENIS LADOUCEUR  
 Acquisition/Procurement (327/32W)  
 DOT/DLP 3-4-1-2  
 National Defence  
 Materiel Acquisition and Support Officer  
 Directorate of Land Procurement (DLP)  
 Louis St-Laurent Building Ottawa, K1A 0K2
- DENIS.LADOUCEUR@forces.gc.ca Telephone: 819-994-9252
- (c) One (1) copy must be emailed to the Contracting authority:  
 Janet.werk@pwgsc-tpsgc.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.

**8.2 SACC Manual Clause**

A3060C Canadian Content Certification (2010-01-11)

**9. Applicable Laws**

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

**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 2030 (2013-06-27), General Conditions - Higher Complexity - Goods;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated (tbd)

**11. Insurance**

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

**12. Defence Contract**

SACC Manual clause A9006C (2008-05-12) Defence Contract

**13. SACC Manual Clauses**

<b>SACC</b>	<b>Section</b>	<b>Date</b>
D5328C	Inspection and Acceptance	2007-11-30
P1005C	Packaging and Packing of Printed Products	2010-01-11
P1010C	Quality Levels for Printing	2010-01-11

## ANNEX A STATEMENT OF WORK

A Contractor is required to provide Markers Identification –Number 0 -9 large and small as well as red maple leaf label, for delivery to Montreal, QC and Edmonton, AB.

**TITLE:** Marker Identification and red Maple Leaf labels

### DESCRIPTION

Prefabricated exterior markings for Aircraft and Ground Equipment, Spec. 62-GP-3M, Type 2, pressure sensitive, gloss, colour spec. 1-GP-12, Gloss Green.

Numeral to be centered on the pre spaced protective backing and to be covered with a single piece of translucent application tape. Similar requirement for the red maple leaf.

**PRINT QUALITY: Informational**, to be in accordance with the Public Works and Government Services Canada publication entitled "Quality Levels for Printing", latest issues.

**OVERRUN / UNDERRUN:** No underruns will be accepted. No overruns will be accepted. If overruns are delivered, they will be returned to the supplier or accepted at no cost to Canada.

**Size:** See Annex C visuals for reference only for the sizes of the Large and Small marker identification as well as the maple leaf.

**QUANTITIES:** see table for breakdown

Montreal: 50,000 Maple leaf; 122,500 large marker identification; 23,000 small marker identification  
Edmonton: 50,000 Maple leaf; 29,000 large marker identification; no small marker identification.

Depot	NSN	Item name	Identification	UOI	QTY REQ'D
<b>MAPLE LEAF</b>					
MTL	218643114	Marker, Identification	Maple Leaf	EA	50000
EDM	218643114	Marker, Identification	Maple Leaf	EA	50000
<b>LARGE Marker Identification Numeral, Green</b>					
MTL	218527232	Marker, Identification	NUMERAL "0"	EA	15000
EDM	218527232	Marker, Identification	NUMERAL "0"	EA	5000
MTL	218527233	Marker, Identification	NUMERAL "1"	EA	10000
EDM	218527233	Marker, Identification	NUMERAL "1"	EA	5000
MTL	218527234	Marker, Identification	NUMERAL "2"	EA	10000
EDM	218527234	Marker, Identification	NUMERAL "2"	EA	3000
MTL	218527235	Marker, Identification	NUMERAL "3"	EA	10000

EDM			none		0
MTL	218527236	Marker, Identification	NUMERAL "4"	EA	7500
EDM	218527236	Marker, Identification	NUMERAL "4"	EA	2500
MTL	218527237	Marker, Identification	NUMERAL "5"	EA	7500
EDM	218527237	Marker, Identification	NUMERAL "5"	EA	3000
MTL	218527238	Marker, Identification	NUMERAL "6"	EA	5000
EDM			none		0
MTL	218527239	Marker, Identification	NUMERAL "7"	EA	7500
EDM	218527239	Marker, Identification	NUMERAL "7"	EA	3000
MTL	218527240	Marker, Identification	NUMERAL "8"	EA	5000
EDM	218527240	Marker, Identification	NUMERAL "8"	EA	2500
MTL	218527241	Marker, Identification	NUMERAL "9"	EA	45000
EDM	218527241	Marker, Identification	NUMERAL "9"	EA	5000

SMALL Marker Identification, Gloss Green					
MTL	200032517	Marker, Identification	NUMERAL "1"	EA	2500
MTL	200032518	Marker, Identification	NUMERAL "2"	EA	2500
MTL	200032519	Marker, Identification	NUMERAL "3"	EA	2500
MTL	200032521	Marker, Identification	NUMERAL "4"	EA	5000
MTL	200032522	Marker, Identification	NUMERAL "5"	EA	2500
MTL	200032557	Marker, Identification	NUMERAL "6"	EA	2500
MTL	200032559	Marker, Identification	NUMERAL "7"	EA	500
MTL	200032560	Marker, Identification	NUMERAL "8"	EA	2500
MTL	200032561	Marker, Identification	NUMERAL "9"	EA	2500

**MATERIAL SUPPLIED:** PDF / TIFF file. The supplier must allow time in their estimate for verifying the files on the supplied media. The supplier must contact the Project Authority and Contracting Authority immediately if the media varies from the description of the material supplied as stated in the specifications or the laser proof.

**SAMPLE:** Upon contract award, the Contracting Authority will mail a sample to the Contractor.

**PROOFS:**

Proofs must be accounted for within the schedule.

Proofs must include:

- A colour proof of the Maple leaf label and each Marker Identification label (each number for both the small and large sizes). Proofs must be at 100% of the actual finished size and must indicate the label dimensions and the dimensions of the backing sheet.
- Two (2) samples of the material to be used for the maple leaf and Marker identification labels.

Proofs must be delivered to the Project Authority.

**The Contractor must permit the Project Authority five (5) working days from receipt of proof at the proof National Capital Region address to approve/reject the proofs.**

**CORRECTIONS TO PROOFS RESULTING FROM CONTRACTOR ERROR:**

When corrections are required, the Contractor must provide a complete set of corrected proofs to the DND **Project Authority** for approval in accordance with the schedule. The final delivery date at destination will not be changed.

**SHIPPING AND LABELLING:****Labelling:**

are to be packaged in groups of 25 labels and shrink wrapped. The shrinkwrapped packages are then to be put into cartons. All cartons must be clearly labeled.

**Packaging :**

All cartons must be identically packaged and completely filled, i.e. (they should all have the same quantity and item in each carton). The cartons must be sturdy and capable of withstanding the heavy contents (up to a maximum of 25 lbs.) as well as able to sustain considerable handling.

Each box, carton, or package must be labelled showing in block letters at one end the quantity, size, title /stock number, requisition number and if applicable, serial number.

For all shipments exceeding 0.566m<sup>3</sup> or 15.88 kg (20 ft<sup>3</sup> or 35 lbs), except for those shipped by courier, the following must apply:

- The Contractor must strap, and if necessary wrap, shipments on standard 1.22 m x 1.02 m (48" by 40") wood pallets. The four-way forklift entry pallet must be supplied at no charge to the Department of National Defence. Total height, including pallet, must not exceed 1.19 m (47"). The pallet load must not extend further than 2.54 m (1") from any edge of the pallet.
- The Contractor must group items by stock number (on the same pallet) within consolidated shipments. Pallet loads composed of more than one stock number must be marked as MIXED ITEMS.
- Individual items exceeding 1.22 m (48") in length or 453.6 kg (1000 lbs) must be secured to large pallets or must have 10.16 cm x 10.16 cm (4" by 4") skids securely fastened to the bottom of the item. Skids must be separated by a minimum of 71.12 cm (28").

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Buyer ID - Id de l'acheteur

cw020

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

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CCC No./N° CCC - FMS No/ N° VME

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- Any exception must require the prior approval of the Project Authority.

## **PRIOR TO DELIVERY**

### **SAMPLES:**

The Contractor must provide the Project Authority with two (2) finished sample copies of EACH Marker Identifier (large and small) and two (2) finished sample copies of the Maple Leaf for authorization to ship the labels. The Contractor must give Project Authority five (5) working days from receipt of the samples to approve/reject the samples.

The Contractor must not provide the samples to the Project Authority less than five (5) days before the expected delivery date. The Project Authority will advise the Contractor whether the samples are approved and the material is ready for shipment to the Depots.

### **CONTRACTOR MUST NOT SHIP UNTIL APPROVAL IS RECEIVED FROM TECHNICAL AUTHORITY.**

### **DELIVERY INSTRUCTIONS:**

#### **DELIVERY INSTRUCTIONS-MONTREAL DELIVERY:**

**Delivery appointment MUST be made prior to delivery.**

**For delivery appointments contact:**

#### **Montreal**

W1941

25 CFSD Montreal Receipts Section

Tel: 514-252-2777 x 2363

Fax: 514-252-2122

#### Deliver to:

25 CFSD Receipts Section

CFB Montreal

6363 Notre Dame Est

Montreal, QC H1N 2E9

#### **DELIVERY INSTRUCTIONS- EDMONTON DELIVERY:**

Delivery appointment must be made prior to delivery.

#### **Edmonton**

W2481

7 CFSD Receipts Section

Tel: 780-973-4011 x 4524

Fax: 780-973-4054

Solicitation No. - N° de l'invitation

W8486-140484/A

Amd. No. - N° de la modif.

File No. - N° du dossier

cw020W8486-140484

Buyer ID - Id de l'acheteur

cw020

CCC No./N° CCC - FMS No/ N° VME

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**Deliver to:**

7 CFSD - Receipts Section  
CFB Edmonton  
195 Ave & 82 St. - bldg 236  
Edmonton, AB T5J 4J5

**QUALITY ASSURANCE:**

Quality Assurance by the Contractor: The Contractor must perform all necessary quality assurance procedures to ensure the final product meets the specified quality levels and specifications of the Annex A Statement of Work.

**COMPONENTS:** All original material supplied (artwork, electronic media) or created during production (negatives, separations, proofs) for any printing requirement is deemed to be property of the crown and must be returned at no cost with (3) samples of the printed product after each request is completed. Supplier is responsible for the delivery of components to the designated location, which may differ, from the delivery address or destination(s).

**ANNEX "B"****BASIS OF PAYMENT**

To provide the Department of National Defence (DND) with the printing and delivery of

- 10,005 Maple Leaf (red) labels (10,000 + 5 samples);
- 23,050 small Green Gloss marker identification labels Numeral 0 to 9 (23,000+ 5 samples of each);
- 151,550 large Marker Identification labels (151,500+ 5 samples of each Numeral 0 to 9 Marker Identification Labels).

The Bidder must submit firm, all-inclusive lot price, for the printing of the Marker Identification Large and Small delivered in packages of 50, as described in Annex A, Statement of Work, including all operations (setup charges, etc.) materials ready for shipping, and transportation charges to three destinations in Canada (One destination in Montreal, Québec; One destination in Edmonton, Alberta and One destination in the National Capital Region) FOB Destination, in Canadian funds, duty and excise taxes included, GST/HST/QST extra if applicable. **freight included**. (various Nato #: - see table in Annex A SOW)

Breakdown is as follows

Montreal: 50,000 Maple leaf; 122,500 large marker identification; 23,000 small Green Gloss marker identification.

Edmonton: 50,000 Maple leaf; 29,000 large marker identification no small marker identification

All samples (5 x each number printed + 5 Maple leafs) are shipped to the National Capital Region address at no extra cost to DND.

Bidders must provide pricing in the format specified, for each component identified in this ANNEX B, Basis of Payment. Failure to price one of the components in the format specified will render the proposal non-responsive.

If pricing is not provided for a component, a price of zero will be assigned for the component and the Bidder will be provided an opportunity to agree with the zero amount. If the Bidder agrees, then the Basis of Payment will be considered compliant. However, if the Bidder disagrees then the bid will be found non-compliant and no further evaluation will be done.

**Montreal:****1.1 Maple leaf:**

Firm all inclusive price of \$ \_\_\_\_\_ / Lot (50,000 Maple leaf) GST/QST extra if applicable

**1.2 Green Gloss large marker identification:**

Firm all inclusive price of \$ \_\_\_\_\_ / Lot (122,500) GST/QST extra if applicable

**1.3 Small Green Gloss marker identification \_\_\_\_\_**

Firm all inclusive price of \$ \_\_\_\_\_ / Lot (23,000) GST/QST extra if applicable

Solicitation No. - N° de l'invitation

W8486-140484/A

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File No. - N° du dossier

cw020W8486-140484

Buyer ID - Id de l'acheteur

cw020

CCC No./N° CCC - FMS No/ N° VME

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**Edmonton:**

**1.4 Maple leaf:**

Firm all inclusive price of \$\_\_\_\_\_ / **Lot** (50,000 Maple leaf) GST/QST extra if applicable

**1.5 Green Gloss large marker identification:**

Firm all inclusive price of \$\_\_\_\_\_ / **Lot** (29,000 )GST/QST extra if applicable

National Capital Region

**1.6** Provision and delivery to National Capital Region of 5 label samples of each number + 5 maple leaf samples at no cost to DND.

Solicitation No. - N° de l'invitation

W8486-140484/A

Amd. No. - N° de la modif.

File No. - N° du dossier

cw020W8486-140484

Buyer ID - Id de l'acheteur

cw020

CCC No./N° CCC - FMS No/ N° VME

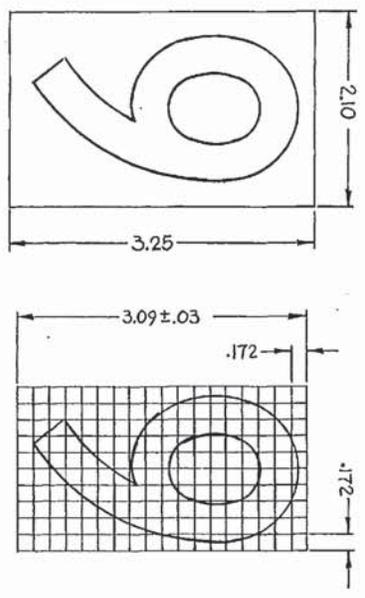
W8486-140484

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## **Annex C**

Visuals for reference purposes only.

NO	REV	DATE	DESCRIPTION	SYMBOL	CODE IDENT
1	1				



NUMERAL DETAIL  
DETAIL NUMERAL

NOTES:

- MATL:  
 PREFABRICATED MARKINGS;  
 EXTERIOR, FOR AIRCRAFT AND  
 GROUND EQUIPMENT  
 SPEC. 62-GP-3, TYPE II  
 PRESSURE SENSITIVE  
 CLASS 'A', GLOSS  
 COLOUR SPEC. 1-GP-12  
 GLOSS GREEN, 503-125
- NUMERAL TO BE CENTERED  
 ON THE PREDSPACED PROTECTIVE  
 BACKING AND TO BE COVERED  
 WITH A SINGLE PIECE OF  
 TRANSLUCENT APPLICATION  
 TAPE.

NOTES:

- MATERIEL:  
 REPERES D'IDENTIFICATION:  
 A USAGE EXTERIEUR, POUR AERONEFS  
 ET EQUIPEMENTS AU SOL SPEC. 62-GP-3,  
 TYPE II AUTOADHESIF CLASSE "A",  
 COULEUR LUSTREE SPEC. 1-GP-12  
 VERT LUSTRE, 503-125
- LES CHIFFRES DOVENT ETRE CENTRES SUR  
 L'ENDOS PROTECTEUR PREESPACÉ ET  
 RECOUVERT D'UNE SEULE APPLICATION DE  
 RUBAN TRANSPARENT.

N° D'APPROVISIONNEMENT: STK. N° 7690-21-852-7241

UNLESS OTHERWISE SPECIFIED, SAUF INDICATION CONTRAIRE: APPLICATION/USAGE

1. DIMENSIONS ARE IN DIMENSIONS SAUF EN INCHES

2. TOLERANCES

3. FINISHES

4. SURFACE FINISH

5. INTERPRETATION/ CR STD D-01-40-001/55-000

ZONE	A	TDAN 134470116	REVISION	13-08-14	EH	GM	JS
DATE							
DESIGN AGENT/CONCEPTION	INSPECT/INSPECTEUR	DATE					
MARKER, IDENTIFICATION	MARKEUR, D'IDENTIFICATION						

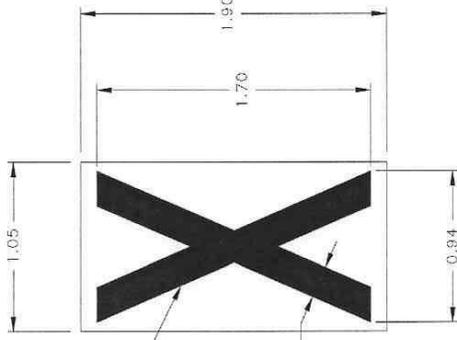
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This documentation has been reviewed by the licensed authority and does not contain instructions or guidelines. Disturbance notices and handling instructions originally received with the document shall continue to apply.

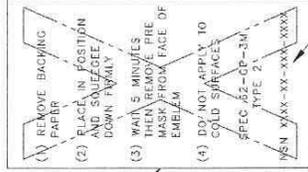
INCH 6 5 4 3 2 1 0

-NO	"X" MARKING	DATA LISTS	NSN
-1	"0"	DL-0775819-1	7690-20-003-2516
-2	"1"	DL-0775819-2	7690-20-003-2517
-3	"2"	DL-0775819-3	7690-20-003-2518
-4	"3"	DL-0775819-4	7690-20-003-2519
-5	"4"	DL-0775819-5	7690-20-003-2521
-6	"5"	DL-0775819-6	7690-20-003-2522
-7	"6"	DL-0775819-7	7690-20-003-2557
-8	"7"	DL-0775819-8	7690-20-003-2558
-9	"8"	DL-0775819-9	7690-20-003-2560
-10	"9"	DL-0775819-10	7690-20-003-2561



MARKING  
SEE TABULATION  
BLOCK  
AND NOTES 1 & 2

SEE NOTES  
3 & 4



PRE MASK  
DETAILS

SEE TABULATION BLOCK

- (1) REMOVE BACKING PAPER
- (2) PLACE IN POSITION AND SQUEEGEE DOWN FIRMLY
- (3) WAIT 5 MINUTES THEN REMOVE PRE MASK FROM FACE OF EMBLEM
- (4) DO NOT APPLY TO COLD SURFACES

SPEC 62-GP-3M  
TYPE 2

NSN 7690-20-003-2517

IDENTIFYING INFORMATION	NUMERICAL/DISCRIPION	SPECIFICATION	CODE IDENT CODE IDENT
	PRE-FABRICATED MARKINGS, EXTERIOR, FOR AIRCRAFT, TYPE II, PRESSURE SENSITIVE, CLASS "A", GLOSS	62-GP-3M	

NO	REV	DATE	BY	CHK	APP
1	1	1	1	1	1

NOTES:

1. NUMERAL COLOUR TO BE JAW SPEC 1-GP-12, COLOUR GLOSS GREEN 503-125.
2. NUMERAL TO BE CENTERED ON PROTECTIVE BACKING.
3. NUMERAL TO BE COVERED WITH PRE-MASK.
4. PRE-MASK TO BE PRINTED IN APPROXIMATE LOCATION AS SHOWN. CHARACTERS TO BE VERTICAL COMMERCIAL GOTHIC TYPE, APPROX. 0.125 HIGH.

NOTE:

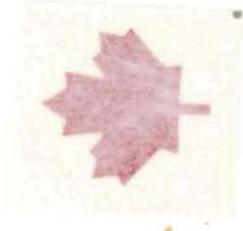
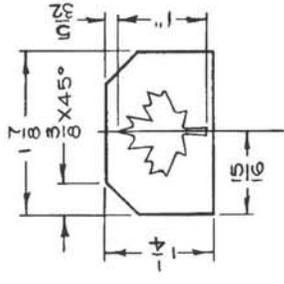
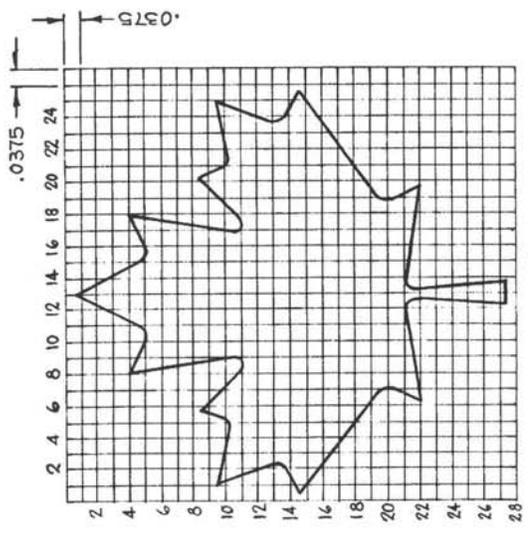
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ZONE	LIE	TDAN	074470011	REVISION	DATE	DWN	CHD	APPVL
		National Defence Défense nationale		Canada		07-02-20		
DNV/DES: A-1 DESIG: 5-3		TATTERSALL CONCEPT: G-1 DESIG: 5-3		INSPECT/INSPECT DESIG: 5-3		07-02-20		
DESIG AGENT/CONCEPT: G-1 PROGRAM: SYSTEMS, INC.		NSCM/CAOT: 35907		APPVL DATE D'APPROB: 07-02-20		A.2		
TITLE/TITRE: NUMERALS, LICENCE PLATE, ATV / MOTORCYCLE		DRAWING NO DU DESSN: 0775819		SHELL: 1		OF: 1		

0 Eighths 1 2 3 4 5 6 7 8 9 Tenths 10

INTERPRET DRAWING IN ACCORDANCE WITH STANDARDS PRESCRIBED IN D-01-400-001/SG-000

LTR	REVISION	DATE	CHKRIAPPD
B	DAN 113860	80-03-1	[Signature]
C	TDAN 114426	88-06-15	[Signature]



NOTES:

- 1 - MATL: PREFABRICATED MARKINGS: EXTERIOR FOR AIRCRAFT AND GROUND EQUIPMENT, SPEC G2-GP-3 TYPE II PRESSURE SENSITIVE CLASS 'A' COLOUR RED 509-103 TO SPEC 1-GP-12
- 2 - MAPLE LEAF TO BE KISS-CUT AND LOCATED AS SHOWN ON PROTECTIVE BACKING AND TO BE COVERED WITH A SINGLE PIECE OF TRANSLUCENT APPLICATION TAPE. OVERALL DIMENSIONS TO BE DIE-CUT.

REPLACES REVISION "A" WITH CHANGES

CKT SYMBOL DESIGNATION	FIND NO.	QTY.	IDENTIFYING NO.	NOMENCLATURE / DESCRIPTION	SPEC. OR MATERIAL
MATERIAL		UNLESS OTHERWISE SPECIFIED DIM. ARE IN INCHES.		DEPARTMENT OF NATIONAL DEFENCE - OTTAWA, CANADA DIRECTORATE OF DOCUMENTATION AND DRAWING SERVICES	
AS NOTED				DESIGN AUTHORITY DGLEM	
APPLICATION		TOLERANCES:		DESIGN ACTIVITY DSVEM 4-3	
		FRACTIONS ± 1/32		DRAFTSMAN'S SIGNATURE	
		DECIMALS ± .0100		CHECKER M.B.	MARKER, MAPLE LEAF
		ANGLES ± .2°		APPLV N. HANSON	CODE IDENT NO. 35907
TYPE		SECURITY CLASS.		CF APPLV N. HANSON	SIZE DRAWING NO. A2A-389264
PRODUCTION		UNCLASSIFIED		DWG DATE 11 JUN 71	SHEET 1 OF 1