



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

Procurement & Contracting Services  
Bid Receiving Unit  
5th Floor, 10065 Jasper Avenue NW  
Edmonton, AB T5J 3B1

**REQUEST FOR  
PROPOSAL**

**DEMANDE DE  
PROPOSITION**

Proposal to: Royal Canadian Mounted Police

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 : Gendarmerie royale du 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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments: - Commentaries :

THIS DOCUMENT DOES NOT CONTAIN A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT NE CONTIENT PAS D'EXIGENCE DE SÉCURITÉ

<b>Title – Sujet</b> Supply and Deliver All Terrain Vehicles for the RCMP		<b>Date</b> August 21 <sup>st</sup> , 2014
<b>Solicitation No. – N° de l'invitation</b> M5000-14-0735/A		
<b>Client Reference No. - No. De Référence du Client</b> 15-223, 15-361, 15-365, and 15-373		
<b>Solicitation Closes – L'invitation prend fin</b>		
<b>At / à :</b> 2:00 PM	Mountain Standard Time (MST)	
<b>On / le :</b>	Wednesday October 1 <sup>st</sup> , 2014	
<b>F.O.B. – F.A.B</b> Destination	<b>GST – TPS</b> See herein — Voir aux présentes	<b>Duty – Droits</b> See herein — Voir aux présentes
<b>Destination of Goods and Services – Destinations des biens et services</b> See herein — Voir aux présentes		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Inquiries to – Adresser toute demande de renseignements à</b>  Joanne Maybroda		
<b>Telephone No. – No. de téléphone</b> 780-670-8627		<b>Facsimile No. – No. de télécopieur</b> 780-454-4523

<b>Delivery Required – Livraison exigée</b> November 7 <sup>th</sup> , 2014	<b>Delivery Offered – Livraison proposée</b>
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>	
<b>Telephone No. – No. de téléphone</b>	<b>Facsimile No. – No. de télécopieur</b>
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>



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## PART 1 - GENERAL INFORMATION

### 1. Security Requirement

There is no security requirement associated with the requirement.

### 2. Requirement

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

### 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.

### 4. Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at [boa.opo@boa.opo.gc.ca](mailto:boa.opo@boa.opo.gc.ca). You can also obtain more information on the OPO services available to you at their website at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

## PART 2 - BIDDER INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

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

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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

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

Section 01 – Code of Conduct and Certification – Bid of 2003 referenced above is amended as follows:

Delete subsection 1.4 and 1.5 in their entirety.

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. Submission of Bids

Bids must be submitted only to Royal Canadian Mounted Police (RCMP) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

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

**Submit bids via Courier or by hand only to:**

Royal Canadian Mounted Police (RCMP)  
Procurement & Contracting Services  
6<sup>th</sup> Floor, 10065 Jasper Avenue  
Edmonton, AB T5J 3B1

Bids are to be directed only to the bid receiving unit. Royal Canadian Mounted Police (RCMP) will NOT assume responsibility for bids directed to any other location.

***NOTE: Canada Post Priority Courier is not considered a Courier in this instance because mail is not delivered by Canada Post to this location. Please ensure that you are using another Courier provider.***

## 3. Enquiries - Bid Solicitation

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

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

## 4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the Northwest Territories (NT), and in the Provinces of Alberta (AB), Manitoba (MB), and Saskatchewan (SK).

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.



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

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

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

Section I: Technical Bid (2 hard copies)  
Section II: Financial Bid (1 hard copy)  
Section III: Certifications (1 hard copy)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid. Canada requests that bidders follow the format instructions described below in the preparation of their bid:

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

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

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

#### **Section I: Technical Bid**

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

#### **Section II: Financial Bid**

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

##### **1.1 Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation

#### **Section III: Certifications**

Bidders must submit the certifications required under Part 5.

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

### **1. Evaluation Procedures**

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



## 1.1 Technical Evaluation

### 1.1.1 Mandatory Technical Criteria

Refer to Annex C, Mandatory Technical Criteria and Minimum Performance Requirements Evaluation

## 1.2 Financial Evaluation

The total assessed bid price will be calculated in the following method as referred to at Annex "B", the Basis of Payment.

**1.2.1** The firm unit price provided for each line item will be multiplied by the quantity to achieve an extended price for each line item.

**1.2.2** The extended price for each line item will be the total evaluated price per location.

*SACC Manual* Clause A0220T (2014-06-26), Evaluation of Price - Bid

## 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 per location will be recommended for award of a contract.

The Royal Canadian Mounted Police may establish up to four (4) contracts for this requirement; one contract for each location.

## 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 the Standard Instructions identified in this solicitation. The related documentation therein required will assist Canada in confirming that the certifications are true.

#### 1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](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](http://www.hrsdc.gc.ca) website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list at the time of contract award.



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## PART 6 - RESULTING CONTRACT CLAUSES

### 1. Security Requirement

There is no security requirement applicable to this Contract.

### 2. Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

### 3. Standard Clauses and Conditions

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

Revision to Departmental Name: As this contract is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

#### 3.1 General Conditions

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

Section 29 - Code of Conduct and Certifications - Contract of 2010A referenced above is amended as follows:

Delete subsection 29.4 in its entirety.

### 4. Term of Contract

#### 4.1 Delivery Date

Complete delivery shall be carried out by: \_\_\_\_\_ *(To be Inserted at Contract Award)*

#### 4.2 Optional Goods

The Contractor grants to Canada the option to acquire the goods Annex "B" of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time within one year from contract award by sending a written notice to the Contractor. Delivery date for optional goods will be identified on the contract amendment.

Any optional purchase must be delivered within 30 days of exercising a contract amendment.



**5. Authorities**

**5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Joanne Maybroda  
Procurement Officer  
Royal Canadian Mounted Police  
Procurement & Contracting Services  
6<sup>th</sup> Floor, 10065 Jasper Avenue  
Edmonton, AB T5J 3B1  
Telephone: 780-670-8627  
Fax: 780-454-4523  
E-mail: Joanne.Maybroda@rcmp-grc.gc.ca

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

**5.2 Project Authority (To be Inserted 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.

**5.3 Contractor's Representative (to be filled in by bidder)**

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

GST Registration Number: \_\_\_\_\_  
Include Program Account: I.e.: RT0001





**6. Payment**

**6.1 Basis of Payment - Firm Unit Price**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price, as specified in Annex B, for a total cost of \$ \_\_\_\_\_ (*insert the amount at contract award*). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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 Multiple Payments**

SACC Manual clause: H1001C (2008-05-12) Multiple Payments

**6.3 Shipping Instructions**

Goods must be consigned and delivered to the destination specified in the contract:

Incoterms 2000 "DDP Delivered Duty Paid" Hay River, NT, Edmonton, AB, Winnipeg, MB, and Regina, SK.

**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:  
The original and one (1) copy must be forwarded to the following address for certification and payment. (*To be Inserted at Contract Award*)

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

**8. Certifications**

**8.1 Compliance**

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

**9. Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_. (*To be inserted at Contract Award*)



## 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 2010A (2013-04-25), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment; and
- (e) and the Contractor's bid dated \_\_\_\_\_, as clarified on \_\_\_\_\_" or "as amended on \_\_\_\_\_". (*To be inserted at Contract Award*)

## 11. Procurement Ombudsman

### 11.1 Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties, to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term or condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa.opo@boa.opo.gc.ca](mailto:boa.opo@boa.opo.gc.ca).

### 11.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by [*the supplier or the contractor or the name of the entity awarded this contract*] respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa.opo@boa.opo.gc.ca](mailto:boa.opo@boa.opo.gc.ca).



## **ANNEX "A"**

### **Requirement**

#### **I. DESCRIPTION:**

For the supply and delivery of thirty-five (35) New 2014 (or most current model of manufacturer production) All Terrain Vehicles (ATV's) for the Canadian Coast Guard Base in Hay River, NT, ("G" Division requires six {6} Each), the Edmonton Post Garage ("K" Division requires four {4} Each), the Winnipeg Post Garage ("D" Division requires nineteen {19} Each), and the Regina Post Garage ("F" Division requires six {6} Each), in accordance with the Specifications listed herein.

#### **1.0 MANDATORY TECHNICAL CRITERIA:**

The ATV's must:

Be the latest model from a manufacturer who has demonstrated acceptability by manufacturing and selling this type and size class of vehicle for at least 5 years;

Conform to all applicable laws, regulations and industrial standards governing manufactures, safety, noise levels and pollution in effect in Canada at the time of manufacture; and

Have systems and components capacities not greater than their published ratings (i.e. product or component brochures) or accompanied by proof of compliance.

#### **2.0 SUBSTITUTE PRODUCT/S:**

After issuance of the Contract:

- 2.1** Products that are equivalent in form, fit, function, and quality to the item specified in the Requirement at Annex "A" will be considered if the item specified in the Requirement at Annex "A" is no longer available from the Manufacturer.
- 2.2** No substitutes are permitted unless otherwise authorized in writing by the Contracting Authority.
- 2.3** Products offered as equivalent in form, fit, function, and quality will be considered where:
  - a.** Designates the brand name, model, and/or part number of the substitute product;
  - b.** States that the substitute product is fully interchangeable with the item specified;
  - c.** Provides complete specifications and descriptive literature for each substitute product;
  - d.** Provides compliance statements that include technical specifics showing the substitute product meets all technical evaluation criteria that are specified in the Request for Proposal (RFP); and
  - e.** Clearly identifies those areas in the specifications and descriptive literature that support the substitute product's compliance with any technical evaluation criteria.
- 2.4** Products offered as equivalent in form, fit, function, and quality will not be considered if:
  - a.** the Contractor fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
  - b.** the substitute product fails to meet the technical evaluation criteria specified in the RFP for that item.



### 3.0 MINIMUM PERFORMANCE REQUIREMENTS:

Item no.:	Category:	Description:
<b>A.</b>	<b>YEAR</b>	
1.		New 2014 (or most current model of manufacturer production)
<b>B.</b>	<b>ENGINE</b>	
1.	Engine Type:	4-Stroke
2.	Cooling:	Liquid cooled
3.	Displacement:	490cc – Minimum; 650cc - Maximum
4.	Starting:	Electric Start - minimum
5.	Carburetion:	Fuel Injection
6.	Transmission:	Automatic Transmission including High, Low, Park, Neutral, Reverse gears with selectable 2WD and 4WD and Standard Engine Braking - Minimum
<b>C.</b>	<b>DIMENSIONS/CAPACITIES</b>	
1.	Length:	78" minimum
2.	Width:	42" minimum
3.	Height:	42" minimum
4.	Wheelbase:	47" minimum
5.	Ground Clearance:	8.5" minimum
6.	Fuel Tank Capacity:	14 L minimum
7.	Front Rack Capacity:	75 lb. (not a box) - minimum
8.	Rear Rack Capacity:	150 lb. (not a convertible seat) - minimum
9.	Towing Capacity:	1000 lb. w/ (1) one 1 7/8" ball hitch - minimum
10.	Winch Capacity:	2000 lb. w/roller fairlead - minimum
<b>D.</b>	<b>TIRES</b>	
1.	Tire Rim Diameter:	12" minimum; 14" maximum
<b>E.</b>	<b>SUSPENSION</b>	
1.	Front & Rear:	Standard w/ 7" travel - minimum
<b>F.</b>	<b>BRAKES</b>	
1.	Front & Rear:	Disc or Drum Hydraulic
<b>G.</b>	<b>INSTRUMENTATION</b>	
1.	Speedometer/Odometer:	Manufacturer Standard
2.	Trip/Hour Meter:	Manufacturer Standard
3.	Fuel Gage:	Manufacturer Standard
4.	Temp/Oil Light:	Manufacturer Standard
5.	Battery Voltmeter:	Manufacturer Standard
6.	Transmission/Gear Indicator:	Manufacturer Standard
7.	12V Outlet:	Manufacturer Standard
<b>H.</b>	<b>OCCUPATIONAL HEALTH &amp; SAFETY</b>	
1.	Underbody Protection:	Must Cover front, middle, sides, rear & A-Arm - Minimum
2.	Seating:	
	a.	Two(2) Person Capacity - Minimum
	b.	Passenger Back Rest
	c.	Passenger Hand Grips
3.	Lighting:	Two(2) Headlights ( Hi/Low) and One (1) Taillight - Minimum
4.	Bumper:	Front and Rear
5.	Mirrors:	Left and Right – Manufacturer Standard



### ANNEX “A” Requirement, Con’t

Item no.:	Category:	
I.	ADDITIONAL FEATURES	
1.	Tool Kits:	Manufacturer Standard – one for each Unit
2.	Cover:	Factory Cover – All Weather; Trailer able with tie down capability; covers entire machine
3.	PDI:	Pre-Delivery Inspection – Standard
4.	Manuals:	
	a.	Operators Manual – disc or hard copy – one copy for each unit (English)
	b.	Service & Parts Manual – disc, hardcopy (copy for each) or on-line (English)
5.	Shipping/Crating:	Must be shipped assembled
6.	Warranty:	Warranty service to be provided at a service center. If no service center is available, Recall, Parts and/or After Sales Service must be provided within 48 hours; or within a mutually agreed time frame that is agreed upon between the Technical Authority and the Contractor.
7.	Delivery:	
	a.	FOB Destination: vendor to arrange offloading at the delivery location with no additional equipment or manpower to be provided by the client, between 9:00 AM and 3:00 PM MST Monday through Friday
	b.	Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility
	c.	When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel
	d.	At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel
8.	Color:	Industry Standard Commercial Paint
9.	Keys:	Two(2) sets per unit – minimum



**ANNEX "B"**

**Basis of Payment**

- A. Prices are firm unit.
- B. Firm unit prices are in Canadian Dollars.
- C. Firm unit prices are Incoterms 2000 "DDP Delivered Duty Paid" Hay River, NT, Edmonton, AB, Winnipeg, MB, and Regina, SK, including Customs Duties and Excise Taxes, if applicable.
- D. Prices do not include GST; however GST will be added as a separate item, if applicable, on any invoice issued as a result of a Contract.
- E. Delivery Addresses:

Contact: *(To be Inserted upon Contract Award)*  
Canadian Coast Guard Base  
52037 Mackenzie Highway  
Hay River, NWT

Contact: *(To be Inserted upon Contract Award)*  
RCMP-GRC Edmonton Post Garage  
11136 109 Street  
Edmonton, AB T5G 2T4

Contact: *(To be Inserted upon Contract Award)*  
RCMP-GRC Winnipeg Post Garage  
1091 Portage Avenue  
Winnipeg, MB R3C 3K2

Contact: *(To be Inserted upon Contract Award)*  
RCMP-GRC Regina Post Garage  
6101 Dewdney Avenue  
Regina, SK S4P 3K7

Item	Description	Qty. (each)	Firm Unit Price (each)	Extended Price
1.	ATV's as per the Requirement at Annex "A" for Delivery to Hay River, NT	6	\$ _____	\$ _____
2.	ATV's as per the Requirement at Annex "A" for Delivery to Edmonton, AB	4	\$ _____	\$ _____
3.	ATV's as per the Requirement at Annex "A" for Delivery to Winnipeg, MB	19	\$ _____	\$ _____
4.	ATV's as per the Requirement at Annex "A" for Delivery to Regina, SK	6	\$ _____	\$ _____
4.1	Option to purchase additional units; at the same price, within one year from Contract Award (to be raised by an amendment). For Delivery To Regina, SK within 30 Days of Contract Amendment	4		



## ANNEX “C”

### Mandatory Technical Criteria and Minimum Performance Requirements Evaluation

#### 1.0 Mandatory Technical Criteria

Bidders MUST include Proof of Compliance with a minimum of two (2) copies of the descriptive literature of the make and model of the item(s) offered. Proof of Compliance must provide detailed information on each performance requirement and/or specification. Where a document submitted as Proof of Compliance does not cover all the performance requirements and/or specifications or when no such document is available or when modifications to the original equipment or customization are required to achieve the performance requirements and/or specifications, a Certificate of Attestation (as a separate document) signed by a senior engineer representing the Original Equipment Manufacturer (OEM) detailing the modifications and how they meet the performance requirements and/or specifications must be provided. The certificate must detail all performance requirements and/or specifications required to substantiate compliance. One certificate can be provided for one or all performance requirements and/or specifications. Bidders should specifically cross reference where this specification is located within descriptive literature, i.e. technical data sheets, brochures, or Certificate of Attestation.

Bids which do not meet all of the Minimum Performance Specifications listed below will be deemed non-compliant and given no further consideration.

If, upon delivery and acceptance, the product does not meet the Minimum Performance Specifications, the product will be returned at the supplier’s expense and the Contract will be terminated for default.

#### 2.0 Minimum Performance Requirements:

Item No.:	Category:	Description:	Meets	Not Met	Page Number Reference
<b>A. YEAR</b>					
1.		New 2014 (or most current model of manufacturer production)			
<b>B. ENGINE</b>					
1.	Engine Type:	4-Stroke			
2.	Cooling:	Liquid cooled			
3.	Displacement:	490cc – Minimum; 650cc - Maximum			
4.	Starting:	Electric Start - minimum			
5.	Carburetion:	Fuel Injection			
6.	Transmission:	Automatic Transmission including High, Low, Park, Neutral, Reverse gears with selectable 2WD and 4WD and Standard Engine Braking - Minimum			
<b>C. DIMENSIONS/CAPACITIES</b>					
1.	Length:	78” minimum			
2.	Width:	42” minimum			
3.	Height:	42” minimum			
4.	Wheelbase:	47” minimum			
5.	Ground Clearance:	8.5” minimum			
6.	Fuel Tank Capacity:	14 L minimum			
7.	Front Rack Capacity:	75 lb. (not a box) - minimum			



**ANNEX “C” Minimum Performance Specifications and Technical Evaluation, Con’t**

Item No.:	Category:	Description:	Meets	Not Met	Page Number Reference
8.	Rear Rack Capacity:	150 lb. (not a convertible seat) - minimum			
9.	Towing Capacity:	1000 lb. w/ (1) one 1 7/8” ball hitch - minimum			
10.	Winch Capacity:	2000 lb. w/roller fairlead - minimum			
<b>D. TIRES</b>					
1.	Tire Rim Diameter:	12” minimum; 14” maximum			
<b>E. SUSPENSION</b>					
1.	Front & Rear:	Standard w/ 7” travel - minimum			
<b>F. BRAKES</b>					
1.	Front & Rear:	Disc or Drum Hydraulic			
<b>G. INSTRUMENTATION</b>					
1.	Speedometer/Odometer:	Manufacturer Standard			
2.	Trip/Hour meter:	Manufacturer Standard			
3.	Fuel Gage:	Manufacturer Standard			
4.	Temp/Oil Light:	Manufacturer Standard			
5.	Battery Voltmeter:	Manufacturer Standard			
6.	Transmission/Gear Indicator:	Manufacturer Standard			
7.	12V Outlet:	Manufacturer Standard			
<b>H. OCCUPATIONAL HEALTH &amp; SAFETY</b>					
1.	Underbody Protection:	Must Cover front, middle, sides, rear & A-Arm -Minimum			
2.	Seating:				
	a.	Two(2) Person Capacity - Minimum			
	b.	Passenger Back Rest			
	c.	Passenger Hand Grips			
3.	Lighting:	Two(2) Headlights ( Hi/Low) and One (1) Taillight - Minimum			
4.	Bumper:	Front and Rear			
5.	Mirrors:	Left and Right – Manufacturer Standard			
<b>I. ADDITIONAL FEATURES</b>					
1.	Tool Kits:	Manufacturer Standard – one for each Unit			
2.	Cover:	Factory Cover – All Weather; Trailer able with tie down capability; covers entire machine			
3.	PDI:	Pre-Delivery Inspection – Standard			
4.	Manuals:				
	a.	Operators Manual – disc or hard copy – one copy for each unit (English)			
	b.	Service & Parts Manual – disc, hardcopy (copy for each) or on-line (English)			
5.	Shipping/Crating:	Must be shipped assembled			





**ANNEX “C” Minimum Performance Specifications and Technical Evaluation, Con’t**

Item No.:	Category:	Description:	Meets	Not Met	Page Number Reference
6.	Warranty:	Warranty service to be provided at a service center. If no service center is available, Recall, Parts and/or After Sales Service must be provided within 48 hours; or within a mutually agreed time frame that is agreed upon between the Technical Authority and the Contractor.			
7.	Delivery:				
	a.	FOB Destination: vendor to arrange offloading at the delivery location with no additional equipment or manpower to be provided by the client, between 9:00 AM and 3:00 PM MST Monday through Friday			
	b.	Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility			
	c.	When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel			
	d.	At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel			
8.	Color:	Industry Standard Commercial Paint			
9.	Keys:	Two(2) sets per unit – minimum			
10.	Authorized Manufacturer/Reseller	Manufacturer/Reseller proof identifying bidder as an authorized reseller			

Year, Make, Model, and Model Number of Product(s) Offered: \_\_\_\_\_

The bidder certifies that the products offered meet the minimum performance requirements above.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date