

**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> ALL TERRAIN VEHICLES		
<b>Solicitation No. - N° de l'invitation</b> W8476-155203/A		<b>Date</b> 2014-11-03
<b>Client Reference No. - N° de référence du client</b> W8476-155203		
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HL-420-66059		
<b>File No. - N° de dossier</b> hl420.W8476-155203	<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 2014-12-15</b>		<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<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> Dumm, Jennifer		<b>Buyer Id - Id de l'acheteur</b> hl420
<b>Telephone No. - N° de téléphone</b> (819) 956-9675 ( )		<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  SEE HEREIN		

**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**

Fuel & Construction Products Division  
11 Laurier St./11, rue Laurier  
7A2, Place du Portage, Phase III  
Gatineau, Québec 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>	

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- Annex C Technical Information Questionnaire

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## PART 1 - GENERAL INFORMATION

### 1. Requirement - Bid

The Department of National Defence has a requirement to purchase eight (8) Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items, in accordance with Annex "B" Purchase Description for Light Multipurpose, 4X4, All-Terrain 4 Wheeled, 2 Passengers, 4 Strokes Gasoline Engine dated 8 September 2014, and as described at Annex "A" Financial Bid.

The requirement includes an option to purchase up to eight (8) additional Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items, to be exercised within twelve (12) months from the effective date of the Contract.

### 2. 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 from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

## PART 2 - BIDDER INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

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

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

The 2003 (2014-09-25) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 90 days

#### 1.1 SACC Manual Clauses

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
B1000T	Condition of Material - Bid	2014-06-26

### 2. Submission of Bids

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

### 3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) 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 question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered 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 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.

**5. Improvement of Requirement During Solicitation Period**

Should bidders consider that the specifications, Statement of Work, or Purchase Description contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least ten (10) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

## 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 copies)

Section III: Certifications (1 hard copies)

Section IV: Additional Information (1 hard copies)

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

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

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

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

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

#### Section I: Technical Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work. Bidders must submit with their bid the completed Annex "C" Technical Information Questionnaire.

#### 1.1 Substitutes and Alternatives

Bidders may propose substitutes and alternatives where "shall<sup>(E)</sup>" is indicated in the technical requirement description (Purchase Description/Statement of Requirement/Statement of Work".

- 1. Substitutes and alternatives that are equivalent in form, fit, function, quality and performance will be considered for acceptance by the Technical Authority where the Bidder:
  - (a) clearly identifies a substitute and/or an alternative;
  - (b) designates the brand name and model and/or part number of the substitute product, where applicable;
  - (c) states that the substitute product is fully interchangeable with the item specified in the technical requirement description;
  - (d) provides complete specifications and brochures, where applicable;
  - (e) provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
  - (f) clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative, compliance with the technical requirements.
- 2. Substitutes and alternatives offered as equivalent in form, fit, function, quality and performance will not be considered for acceptance by the Technical Authority if:

- (a) the bid fails to provide all the information requested to allow the Technical Authority to fully evaluate the equivalency; or
  - (b) the substitute and/or alternate fails to meet or exceed the technical requirements specified in the technical requirement description.
3. Bidders are encouraged to offer or suggest green products whenever possible.

## Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment and the Mandatory Financial Criteria. The total amount of Applicable Taxes must be shown separately. Bidders must submit with their bid the completed Annex "A" Financial Bid.

### 1.1 SACC Manual Clauses

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
C3011T	Exchange Rate Fluctuation	2013-11-06

### 1.2 Progress Payments

Progress payments will not be considered unless specifically offered by PWGSC in this document.

## Section III: Certifications

Bidders must submit the certifications required under Part 5.

## Section IV: Additional Information

1. Canada requests that Bidders submit the following information:

### 1.1 Best Delivery Date

While delivery is requested by **30 January 2015**, the best delivery that could be offered is as follows:

#### (a) Firm Quantity

Eight (8) Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items will be delivered within \_\_\_\_\_ weeks/calendar days from the effective date of the Contract.

#### (b) Option Quantity

If the option is exercised, up to eight (8) additional Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items will be delivered within \_\_\_\_\_ weeks/calendar days from the effective date of the Contract amendment.

### 1.2 Manufacturer's Standard Warranty Period

Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the vehicle/equipment and its components that exceeds the minimum warranty period of twelve (12) months. Any additional manufacturer's standard warranty such as those derived from the Original Equipment Manufacturer (OEM) for component/sub-assemblies will form part of the proposed contract.

### 1.3 Extended Warranty Period

Canada requests that the Bidder indicate if an extended warranty period is being offered that exceeds the minimum warranty period of twelve (12) months.

If yes, Canada requests that the Bidder provide details and pricing information of any extended warranty period available for the vehicle/equipment and ancillary items.

Any extended warranty period offered will not be included in the financial evaluation.

### 1.4 Contractor's Representative

Solicitation No. - N° de l'invitation

W8476-155203/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hl420

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

W8476-155203

File No. - N° du dossier

hl420W8476-155203

CCC No./N° CCC - FMS No/ N° VME

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Name and telephone number of the person responsible for :

**General Enquiries**

**Delivery Follow-up**

Name:

\_\_\_\_\_

\_\_\_\_\_

Telephone No.:

\_\_\_\_\_

\_\_\_\_\_

Facsimile No.:

\_\_\_\_\_

\_\_\_\_\_

E-mail address:

\_\_\_\_\_

\_\_\_\_\_



## 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

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

##### 1.1.1 Mandatory Technical Criteria

- a) The Bidder must provide documentation with their bid showing how they meet the technical requirements detailed in Annex "B" Purchase Description; and
- b) The Bidder must provide the completed Annex "C" Technical Information Questionnaire and all proof of compliance required in the Purchase Description and the Technical Information Questionnaire, with their bid; and
- c) Bidders proposing substitutes and/or alternatives must provide with their bid, all the information as detailed in Part 3, Substitutes and Alternatives.

#### 1.2 Financial Evaluation

##### 1.2.1 Mandatory Financial Criteria

- a) **Firm Quantities** - The Bidder must bid a firm unit price in Canadian funds, Applicable Taxes excluded, DDP Delivered Duty Paid to destination Incoterms 2000, Customs Duties included; and
- b) **Option Quantities** - The Bidder must bid a firm unit price in Canadian dollars, FCA Free Carrier (Contractor's Canadian facility or Contractor's Canadian distribution point) Incoterms 2000. Customs Duty are included and Applicable Taxes extra; and
- c) The Bidders' financial bid must be in accordance with the Basis of Payment.

##### 1.2.2 Aggregate Evaluated Price

Bids will be evaluated on an aggregate price basis for the firm quantities and optional quantities as follows:

- a) the firm unit prices for the firm quantities will be multiplied by the identified quantities to obtain the evaluated price of the firm quantities; and
- b) the firm unit price for the optional quantities will be multiplied by the identified estimated quantities to obtain the evaluation price of the option quantities; and
- c) the sum of all evaluated prices will determine the evaluated aggregate price.

### 2. Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical and financial evaluation criteria to be declared responsive. The responsive bid with lowest evaluated price on an aggregate basis will be recommended for award of a contract.

## PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and associated information 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 in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, 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 and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

### 1. Certifications Precedent to Contract Award and Certifications Required with the Bid

#### 1.1 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 inform the Bidder of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

##### 1.1.1 Integrity Provisions - Associated Information

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions 2003. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

##### 1.1.2 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 Employment and Social Development Canada (ESDC) - Labour's website ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/index.shtml](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/index.shtml)).

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.

#### 1.2 Certifications Required with the Bid

Bidders must submit the following duly completed certifications with their bid.

##### 1.2.1 Product Certification

The Bidder certifies that all goods vehicles/equipment proposed conform, and will continue to conform throughout the duration of the contract, to all technical specifications of the purchase description(s).

This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

\_\_\_\_\_  
Signature - Authorized Representative

\_\_\_\_\_  
Date

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 1. Security Requirement

There is no security requirement applicable to this Contract.

### 2. Requirement - Contract

The Contractor must deliver eight (8) Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items, in accordance with Annex "B" Purchase Description for Light Multipurpose, 4X4, All-Terrain 4 Wheeled, 2 Passengers, 4 Strokes Gasoline Engine dated 8 September 2014, and at Annex "A" Financial Bid.

#### 2.1 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described herein 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 option may be exercised at the discretion of Canada in whole or in part, on more than one occasion, up to the maximum quantity identified herein.

The Contracting Authority may exercise the option within twelve (12) months after contract award by sending a written notice to the Contractor.

The Contractor must advise the Technical Authority and Contracting Authority of any design updates that could affect the procurement of additional vehicles/equipment.

#### 2.2 Technical Changes, Substitutes and Alternatives

Any technical changes, substitutes and alternatives proposed by the Contractor must be evaluated for acceptance by the Technical Authority. Any substitutes and alternatives must be equivalent in form, fit, function, quality and performance to what is being replaced and must be at no additional cost to Canada. Substitutes and alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A contract amendment or a completed Design Change/Deviation form will be issued.

Should the Technical Authority not accept the substitute or the alternative and the Contractor is unable to meet the technical requirement, Canada may terminate the contract for default in accordance with the general conditions stated in the contract.

### 3. Standard Clauses and Conditions

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

#### 3.1 General Conditions

2010A (2014-09-25), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Section 09 Warranty of 2010A, General Conditions - Goods (Medium Complexity) is amended as follows:

Delete Subsection 2 in its entirety and replace with the following:

The Contractor must pay the transportation costs associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must

also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all costs (including travel and living expenses) incurred in so doing. Canada will not reimburse these costs.

If action to effect repairs under warranty cannot be initiated within two (2) days and completed within a reasonable length of time or if the Contractor has no repair facilities in the immediate vicinity (within 150 kilometers) of the specified delivery destination(s), Canada reserves the right to make such repairs and be reimbursed by the Contractor at the rate of \$103.91 per hour for labour and the cost for replacement parts.

All other provisions of the warranty section remain in effect.

#### 4. Term of Contract

##### 4.1 Complete Delivery

- a) **Firm Quantity** - The Contractor must make the complete delivery of eight (8) Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items within \_\_\_\_\_ weeks/calendar days from the effective date of the Contract.
- b) **Option Quantity** - If the option is exercised, the Contractor must make the complete delivery of up to eight (8) Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items within \_\_\_\_\_ weeks/calendar days after the option is exercised.

##### 4.2 Adherence to Delivery Schedule

The contractor will promptly give notice to the Department of Public Works and Government Services of its inability to meet the contract delivery schedule and will request therein an extension of time stating its proposed revised delivery schedule and offering consideration for such revisions. Until such notice is received and the revised delivery schedule agreed to by the Department of Public Works and Government Services, the Minister may, pursuant to the General Conditions, on the business day following the due date of delivery of any outstanding materials, **terminate the whole or part of the contract for default.**

#### 5. Authorities

##### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Jennifer Dumm, Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch, Commercial Acquisition & Supply Management Sector  
Logistics, Electrical, Fuel & Transportation Directorate  
Fuel & Construction Products Division (HL)  
11 Laurier Street, 7A2, Place du Portage, Phase III  
Gatineau, QC K1A 0S5  
Telephone: 819-956-9675 Facsimile: 819-956-5227  
E-mail address: Jennifer.Dumm@tpsgc-pwgsc.gc.ca

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

##### 5.2 Procurement Authority

The Procurement Authority for the Contract is:

Name: \_\_\_\_\_  
 DLP \_\_\_\_\_  
 National Defence Headquarters  
 MGen George R. Pearkes Building  
 101 Colonel By Drive  
 Ottawa, ON K1A 0K2  
 Telephone : \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

### 5.3 Technical Authority

The Technical Authority for the Contract is:

Name: \_\_\_\_\_  
 National Defence Headquarters  
 MGen George R. Pearkes Building  
 101 Colonel By Drive  
 Ottawa, ON K1A 0K2  
 Telephone : \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

The Technical Authority named above 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 Technical Authority, however the Technical 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.

### 5.4 Contractor's Representative

Name and telephone number of the person responsible for :

	General Enquiries	Delivery Follow-up
Name:	_____	_____
Telephone No.:	_____	_____
Facsimile No.:	_____	_____
E-mail address:	_____	_____

## 6. Payment

### 6.1 Basis of Payment - Firm Unit Price(s)

a) **Firm Quantity** - In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm unit price as specified in Annex

"A" Financial Bid. DDP to destination Incoterms 2000. Customs duties are included, and Applicable Taxes are extra.

b) **Option Quantity** - In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm unit price as specified in Annex "A" Financial Bid. FCA Free Carrier (Contractor's Canadian facility or Contractor's Canadian distribution point) Incoterms 2000. Customs duties are included, and Applicable Taxes are extra.

## 6.2 Limitation of Price

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

## 6.3 Terms of Payment

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

## 6.4 Holdback

A ten percent (10%) holdback will apply on the total price of the equipment delivered under Annex A on any due payment of the vehicle/equipment. Release of the holdback is conditional upon receipt and certified acceptance by Canada of vehicle/equipment and all ancilliary items in accordance with Annex B.

Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous invoice.

The Contractor must submit an invoice for the release of the holdback in accordance with Article 7. Invoicing Instructions.

## 7. Invoicing Instructions

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

Each invoice must be supported by the following documents, if applicable: (a) a copy of time sheets to support the time claimed; (b) a copy of the release document and any other documents as specified in the Contract; (c) a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses; (d) a copy of the monthly progress report.

2. Invoices must be distributed as follows:

- a. One (1) copy must be forwarded to the appropriate consignee(s);
- b. The original and one (1) copy must be forwarded to:  
National Defence Headquarters  
MGen George R. Pearkes Building  
101 Colonel By Drive, Ottawa, Canada, K1A 0K2  
Attention: \_\_\_\_\_
- c. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

3. Payment will only be made on receipt of satisfactory invoices duly supported by specified release documents and/or other documents called for under this contract.

## 8. Certifications

### 8.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

## 9. Applicable Laws

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

## 10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) 2010A (2014-09-25) General Conditions - Goods (Medium Complexity);
- (c) Annex A, Financial Bid;
- (d) Annex B, Purchase Description for Light Multipurpose, 4X4, All-Terrain 4 Wheeled, 2 Passengers, 4 Strokes Gasoline Engine; and
- (e) the Contractor's bid dated \_\_\_\_\_, as clarified on \_\_\_\_\_ or, as amended on \_\_\_\_\_.

## 11. Defence Contract

SACC Manual clause A9006C (2012-07-16) Defence Contract

## 12. SACC Manual Clauses

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
A1009C	Work Site Access	2008-05-12
A9049C	Vehicle Safety	2012-07-16
D2025C	Wood Packaging Materials	2013-11-06
D5545C	ISO 9001:2008 - Quality Management Systems - Requirements (QAC C)	2010-08-16
D9002C	Incomplete Assemblies	2007-11-30
G1005C	Insurance	2008-05-12

## 13. Preparation for Delivery

1. The vehicle/equipment shall be serviced, adjusted and delivered in condition for immediate use. The interior and exterior shall be clean when it arrives at the delivery destination.
2. All vehicles/equipment delivered are to be delivered by appointment only between the hours of 8:00 am and 4:00 pm Monday through Friday, except Federal holidays. Any attempt by the carrier to deliver the vehicles/equipment without an appointment may be refused unless arrangements have been made for authorized, qualified personnel to be available to perform inspections and to accept the delivery. When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable to pay for any additional costs.

## 14. Shipping Instructions

### 14.1 Firm Quantity

Shipping Instructions - Delivery and Destination Schedules Unknown

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (to destinations specified herein). Unless otherwise directed, delivery must be made by the most economical means. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and Applicable Taxes.
2. The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the person identified in Annex A - Financial Bid. The consignee may refuse shipments when prior arrangements have not been made.

#### 14.2 Option Quantity

##### Shipping Instructions (DND)

1. Delivery will be FCA Free Carrier at Contractor's Canadian facility or Contractor's Canadian distribution point Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.
2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Centre by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.
  - (a) *Insert the following where the Contractor is located between Kingston inclusive and westward to the Ontario/Manitoba border:*  
 Inbound Logistics Central Area (ILCA)  
 Telephone: 1-866-371-5420 (toll free)  
 Facsimile: 1-866-419-1627 (toll free)  
 E-mail: ILCA@forces.gc.ca
  - (b) *Insert the following where the Contractor is located in Manitoba, Saskatchewan, Alberta, British Columbia, and the National Capital Region inclusive to east of Kingston:*  
 Inbound Logistics Coordination Centre (ILCC)  
 Telephone: 1-877-877-7423 (toll free)  
 Facsimile: 1-877-877-7409 (toll free)  
 E-mail: ILHQOttawa@forces.gc.ca
  - (c) *Insert the following where the Contractor is located in Quebec:*  
 Inbound Logistics Quebec Area (ILQA)  
 Telephone: 1-866-935-8673 (toll free), or 1-514-252-2777, ext. 2323, 2852 or 4673  
 Facsimile: 1-866-939-8673 (toll free), or 1-514-252-2911  
 E-mail: 25DAFCTrafficQM@forces.gc.ca
  - (d) *Insert the following where the contracts where the Contractor is located in Atlantic (New Brunswick, Prince Edward Island, Nova Scotia, Newfoundland and Labrador):*  
 Inbound Logistics Atlantic Area (ILAA)  
 Telephone: 1-902-427-1438  
 Facsimile: 1-902-427-6237  
 E-mail: FLogILAA@forces.gc.ca
3. The Contractor must provide the following information to the DND Inbound Logistics Coordination Centre when arranging for shipment:
  - (a) the Contract number;
  - (b) consignee address (for multiple addresses, items must be packaged and labelled separately with each consignee address);
  - (c) description of each item;
  - (d) the number of pieces and type of packaging (i.e., carton, crate, drum, skid);
  - (e) actual weight and dimensions of each piece type, including gross weight;
  - (f) full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, the International Air Transport Association regulations



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or the applicable Canadian Dangerous Goods Shipping Regulations, and a copy of the materiel safety data sheet.

4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, and the marking of each piece with a Transportation Control Number.
5. The Contractor must not ship the goods before receiving shipping instructions from the DND Inbound Logistics contact.
6. If the Contractor delivers the goods at a place and time which are not in accordance with the given delivery instructions or fail to fulfil reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.
7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.

## ANNEX "A"

## FINANCIAL BID

**NSN: 2340-21-901-4964****Firm Quantity:**

The Contractor must deliver eight (8) Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items, in accordance with Annex "B" Purchase Description for Light Multipurpose, 4X4, All-Terrain 4 Wheeled, 2 Passengers, 4 Strokes Gasoline Engine dated 8 September 2014. The following documents must be delivered with the vehicle/equipment in accordance with the Purchase Description (PD): tool kit (PD para 7.4.a), vehicle manuals (PD para 8.1.a), warranty letters (PD para 8.1.b). The following documents must be delivered to the Technical Authority identified in Article 5. Authorities, in accordance with the Purchase Description (PD): manuals on CD/DVD-ROM (PD para 8.1.a.iv), warranty letters (PD para 8.1.b), preventive maintenance replacement parts kit list (PD para 8.2.a), special tools list (PD para 8.2.b), recommended spare parts list (list only)(PD para 8.2.c), brochures (PD para 8.2.e), safety recalls and servicing data (PD para 8.2.d).

Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_

Manufacturer's Standard Warranty Period: \_\_\_\_\_

**Destination A**

Three (3) Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items must be delivered to:

9 Wing CFB Gander  
Building 110  
Gander, NL A1V 1X1  
Canada

Contact person at destination is: \_\_\_\_\_

Firm unit price of \$\_\_\_\_\_ per vehicle/equipment and ancillary items, DDP to destination, in accordance with the Basis of Payment for the firm quantity.

**Destination B**

Four (4) Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items must be delivered to:

8 Wing Trenton  
Major Equipment Section  
8 Wing Supply Trenton  
46 Portage Dr., Bldg 162  
Trenton, ON K0K 3W0  
Canada

Contact person at destination is: \_\_\_\_\_

Firm unit price of \$\_\_\_\_\_ per vehicle/equipment and ancillary items, DDP to destination, in accordance with the Basis of Payment for the firm quantity.

**Destination C**

One (1) Light Multipurpose, 4X4, All-Terrain Vehicle and ancillary items must be delivered to:

Solicitation No. - N° de l'invitation

W8476-155203/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hl420

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

W8476-155203

File No. - N° du dossier

hl420W8476-155203

CCC No./N° CCC - FMS No/ N° VME

BFC Bagotville  
Major Equipment Section  
3 Ere BFC Bagotville  
Bagotville, QC G0V 1A0  
Canada

Contact person at destination is: \_\_\_\_\_

Firm unit price of \$\_\_\_\_\_ per vehicle/equipment and ancillary items, DDP to destination, in accordance with the Basis of Payment for the firm quantity.

**NSN: 2340-21-901-4964**

**Option Quantity:**

If this option is exercised, the Contractor must deliver up to eight (8) Light Multipurpose, 4X4, All-Terrain Vehicles and ancillary items, in accordance with Annex "B" Purchase Description for Light Multipurpose, 4X4, All-Terrain 4 Wheeled, 2 Passengers, 4 Strokes Gasoline Engine dated 8 September 2014. The following documents must be delivered with the vehicle/equipment in accordance with the Purchase Description (PD): tool kit (PD para 7.4.a), vehicle manuals (PD para 8.1.a), warranty letters (PD para 8.1.b). The following documents must be delivered to the Technical Authority identified in Article 5. Authorities, in accordance with the Purchase Description (PD): manuals on CD/DVD-ROM (PD para 8.1.a.iv), warranty letters (PD para 8.1.b), preventive maintenance replacement parts kit list (PD para 8.2.a), special tools list (PD para 8.2.b), recommended spare parts list (list only)(PD para 8.2.c), brochures (PD para 8.2.e), safety recalls and servicing data (PD para 8.2.d)

Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_

Manufacturer's Standard Warranty Period: \_\_\_\_\_

Firm unit price of \$\_\_\_\_\_ per vehicle/equipment and ancillary items, FCA at Contractor's Canadian facility or Contractor's Canadian distribution point, in accordance with the Basis of Payment for the option quantity.

**Extended Warranty Period**

If the warranty period is extended for an additional period of \_\_\_\_\_ months/calendar days, the Contractor will be paid a firm unit price of \$\_\_\_\_\_ CDN per vehicle/equipment, Applicable Taxes extra.

(Extended Warranty will not be included in the financial evaluation).



**NOTICE**

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

**AVIS**

Cette documentation a été révisée par l'Autorité technique et ne contient pas de marchandises contrôlées.

**PURCHASE DESCRIPTION**

**For**

**LIGHT MULTIPURPOSE, 4X4, ALL-TERRAIN  
4 WHEELD, 2PASSENGERS, 4STROKES  
GASOLINE ENGINE  
ECC140301  
SEPTEMBER 08, 2014**

**OPI DSVPM 3 – DAVPS 3**

Issued on Authority of the Chief of the Defence Staff

Publiée avec l'autorisation du chef de état-major de la Défense

**Canada**

2014 DND/MND Canada

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## 1 INSTRUCTIONS

**1.1 Scope** – This document covers the Purchase Description for a 4X4, Light, Multipurpose All-Terrain Vehicles, two (2) passengers and gasoline engine as described

**1.1 Instructions** — The following instructions apply to this Purchase Description:

- (a) Requirements, which are identified by the word “*shall*”, are mandatory. Deviations will not be permitted;
- (b) Requirements, which are identified by the word “*shall(E)*”, are mandatory. The Technical Authority will consider substitutes for acceptance as an Equivalent;
- (c) Requirements identified with a “will” define actions to be performed by Canada and require no action/obligation on the Contractor’s part;
- (d) Where “*shall*”, or “will” are not used, the information provided is for guidance only;
- (e) In this document “provided” *shall* mean “provided and installed”;
- (f) Where technical certification is required, a copy of the certification or an acceptable proof of compliance *shall* be provided upon request;
- (g) Metric measurements *shall* be used to define the requirement; and
- (h) Dimensions stated as nominal *shall* be treated as approximate dimensions. Nominal dimensions reflect a method by which materials or products are generally identified for sale commercially, but which differ from the actual dimensions.

**Definitions** - The following definitions apply to the interpretation of this Purchase Description:

- (a) “Technical Authority” - The government official responsible for technical content of this requirement; and,
- (b) “Equivalent” - A standard, means, or component type, which has been accepted by the Technical Authority as meeting the specified requirements for form, fit, function and performance.

## 2 APPLICABLE DOCUMENTS

**2.1 Other Publications** – The following documents form part of this Purchase Description. Web sites for the organization are given when available. Effective documents are those in effect on date of manufacture. Sources are as shown:

### **SAE Handbook**

Society of Automotive Engineers Inc.  
400 Commonwealth Dr.,  
Warrendale, PA 15096  
<http://www.sae.org>



### 3 REQUIREMENTS

#### 3.1 Design – The vehicle/equipment *shall*:

- a. Be in production or a pre-production model that has gone through testing for performance, reliability and maintainability;
- b. Have engineering certification available, upon demand, for this application from the original manufacturer of major equipment systems and assemblies;
- c. Conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture; and
- d. Have system and component capacities not greater than their published ratings (i.e. product or component brochures) or accompanied by proof of compliance.

#### 3.2 Operating Conditions – The vehicle/equipment, under all load conditions, *shall* operate safely and efficiently as follows without appreciable degradation in reliability and maintainability:

- a. **Towing capacity** – The vehicle / equipment *shall* be capable of being operated while towing a minimum load of 400 kg on a ground surface at 0° incline;
- b. **Weather** – The vehicle/equipment *shall* operate under the extremes of weather found in Canada in temperatures ranging from -30°C to 37°C (-22°F to 99 °F).
- c. **Terrain** – The vehicle/equipment *shall* be capable of being operated off-road ( e.g. construction sites, open fields and dirt tracks). Terrain conditions shall include year round operations on snow, mud, sand and ice.

#### 3.3 Safety Regulations – The vehicle *shall* comply with applicable Canadian Federal safety regulations.

#### 3.4 Human Factors Engineering and Safety – The following applies:

- a. All systems and controls *shall* be safe and easy to use by a full range of operators (5<sup>th</sup> percentile female to 95<sup>th</sup> percentile male), in general accordance with SAE J833 (ISO 3411) and SAE J898 (ISO 66832);
- b. Safety devices such as warning plates, instruction plates, non-slip surfaces, grab handles and heat shields *shall* be provided, where required, to ensure safe operation.

#### 3.5 Vehicle Delivery Condition – The vehicle *shall* be delivered to destination in a fully operational condition (serviced and adjusted) and both the interior and exterior *shall* be cleaned. The vehicle *shall* be fully assembly for delivery at destination. For shipment verification, all items such as tools, equipment and accessories, which are shipped loose with the equipment, *shall* be listed on the shipping certificate or to an attached packing note.

#### 3.6 Dimensions – The following *shall* be provided:

- a. Max overall length of 3000 mm (118.11 in);
- b. Max overall width of 1750 mm (68.9 in);

- c. A minimum ground clearance 254 mm (10 in);

#### **4 CHASSIS AND POWER TRAIN SYSTEMS**

**4.1 Engine Systems** – The following *shall* be provided:

- a. The engine displacement *shall* be at least 650 cc;
- b. The engine *shall* be liquid cooled;
- c. The engine *shall* have a minimum of two (2) cylinders;
- d. The engine *shall* be a four (4) strokes engine, electronic fuel injection ;
- e. Exhaust pipe and muffler shall meet the safety regulation; and
- f. Engine fuel type *shall* be unleaded gasoline.

**4.2 Fuel Tank** – The following *shall* be provided:

- a. The main fuel tank *shall* have a minimum capacity of 17 litres;
- b. The main fuel tank *shall(E)* indicate the use of gasoline fuel only on the fuel tank cap in English and French and/or stamped close to the fuel cap.
- c. Fuel tank or fuel tank cap *shall(E)* indicate the level of fuel in the tank;

**4.3 Transmission** – the following *shall* be provided:

- a. A minimum of one forward and one reverse gear *shall* be provided.
- b. The vehicle has four (4) wheels with an option of two (2) wheels drives and/or four (4) wheels drives *shall* be provided.

**4.4 Brakes** – The following *shall* be provided:

- a. Front and rear hydraulic disc brake;
- b. A parking brake *shall* be provided.

#### **5 BODY SYSTEMS**

**5.1 Body Features** – The following *shall* be provided:

- a. A front and rear body guards (bumper);
- b. A front and rear cargo rack/box;
- c. Under body protection; and



- d. Front and rear independent suspension.

**5.2 Seating and Driver/Passenger Compartment** – The following *shall* be provided:

- a. Two (2) passenger Compartment seat in a 2-Up style;
- b. A backrest and handhold for the passenger.

**5.3 Controls and Instruments** – The following *shall* be provided:

- a. Electrical starting *shall* be provided;
- b. Speedometer *shall* be provided;
- c. Fuel gauge *shall* be provided;
- d. Hour meter *shall* be provided; and
- e. Gear indicator *shall* be provided. The gear indicator *shall* be, as a minimum, markings on and/or a decal next to the gear selector lever.

**6 ELECTRICAL SYSTEMS** – The following *shall* be provided:

- a. Heavy-duty maintenance free battery;
- b. A 12V outlet in the instrument panel; and
- c. Headlamps, brake/tail lights.

**7 MISCELLANEOUS**

**7.1 Special Equipment** – The following *shall* be provided:

- a. Heavy duty all-purpose tires ;
- b. A 5.08 cm ( 2inch) rear receiver hitch;
- c. A 1134 kg (2500 lbs) minimum capacity, front mounted winch;
- d. A factory cover to cover completely the vehicle.

**7.2 Color** – The following applies:

- a. The color of external surfaces is as per Manufacturer's standard color.

**7.3 Tools** – The following *shall* be provided:

- a. A basic tool kit *shall(E)* be provided with each vehicle;

- b. The tools *should* be stored in a bag and *shall* include, as a minimum, tools specific to the vehicle for operator roadside maintenance.

**7.4 Identification Plate** – The following information *shall* be provided as a minimum, permanently marked and in a conspicuous and protected location:

- Manufacturer;
- Model;
- Model year;
- Serial number;
- Gross vehicle Weight Rating (GVWR);
- NATO Stock Number (NSN);
- Equipment Configuration Code

**8 INTEGRATED LOGISTIC SUPPORT** – The contractor is required to ensure that spare parts required to properly maintain and repair completed vehicles are available for purchase for a period of 10 years.

**8.1 Documentation with each vehicle** – The Contractor *shall* provide the following commercial style documents with each vehicle:

a. **Vehicle Manuals**- The vehicle *shall* be provided with all manuals required for the safe operation, maintenance and repair of the vehicles and all sub-systems, attachments, components and accessories included in the vehicle supplied. The following manuals *shall* be provided:

i. **Operator's Manuals** – Operator's Manuals *shall* be provided in a bilingual format or as 2 manuals in a single binder (one English, one French). Operators' Manual(s) *shall* be supplied in paper format. Photograph and Data Summary of the vehicle shall be provided. This should be included in the Operator manual. The Operator's Manual *shall* include:

- Instructions for the safe operation of the vehicle;
- Daily operator maintenance instructions/checks (including lubrication); and
- Safety warnings.

ii. **Parts Manuals** – The Parts Manuals *shall* be in English (French translation is desirable). The Parts Manuals *shall* include:

- Illustrations showing all components of the vehicle including equipment and accessories from other manufacturers that is supplied for the requirements of the contract. The illustrations *shall* have numbers for the itemization of the parts;
- A listing for all itemized manufacturer's parts showing the manufacturer's part number of the illustration, the part name and a brief description of the item; and
- Cross reference relating the manufacturer part number to the correct figure and item number.

iii. **Maintenance (Shop Repair) Manuals** – The Maintenance (Shop Repair) Manual *shall* be in English (French translation is desirable). The Maintenance (Shop Repair) Manuals *shall* include:

- A trouble shooting guide, showing the steps and tests required to determine the exact cause of a problem and an explanation of what steps would be required to correct a problem;
- A listing of the necessary tolerances, torque levels fluid volumes required and a section listing any special tools (including item part numbers);
- Information on the order of disassembly and assembly of the systems and components of the vehicle; and
- Complete electrical diagrams.

iv. **Manuals on CD/DVD-ROM** – A copy of the manuals on CD/DVD-ROM *shall* be provided. An electronic copy or a web link of all the manuals shall be sent to the technical authority. This *shall* include all the manuals provided in clauses i, ii, and iii above. For usability, CD/DVD-ROM *shall not* require password and/or Internet connection to be accessed.

**Notes:** In the event that the manuals are not available at time of shipment, provisional manuals *shall* accompany the vehicle/equipment. Provisional manuals *shall* be clearly identified with the word “**PROVISIONAL**”. Provisional manuals *shall* be replaced with approved manuals to all shipping locations within 30 calendar days of receipt of approval of manuals.

b. **Warranty Letter** – A paper copy of the completed bilingual Warranty Letter with each vehicle shipped in the approved format. The Contractor *shall* send a copy of the Warranty Letter, in electronic format, to the Technical Authority for each vehicle, at shipment. Designated warranty providers *shall* honour the warranty letter.

**8.2 Documentation/Items to the Technical Authority** – The Contractor *shall* provide the following documents to the Technical Authority:

a. **Preventative Maintenance Replacement Parts Kit List** – A list of parts needed to perform preventative maintenance on one vehicle for a 6-month period or equivalent amount of hours. A complete change of all filters and filter elements *shall* be included. The list will be reviewed, amended (if required) and approved by the Technical Authority. The list *shall* include the following elements:

- i. Part description;
- ii. Original Equipment Manufacturer Part number;
- iii. Suggested quantity; and
- iv. Unit cost.



- b. **List of Special Tools** – The Contractor *shall* provide a list detailing the special tools required for the vehicle that would not be included in a mechanics toolbox. This would include items such as special wrenches, or extraction devices and special diagnostic tools;
- c. **Recommend Spare Parts list**– The Contractor *shall* provide a list of Recommend spare parts for a safe operation of the vehicle, when vehicle is highly used for a period of two (2) weeks.
- d. **Safety Recalls and Servicing Data** – The following information is required to be provided to all customer locations, on a continuing basis, throughout the life expectancy of the vehicle or for no less than 10 years;
  - i. Safety Recalls; and
  - ii. Manufacturers technical Service Bulletins, or equivalent.

**NOTE: This service can be made available as an Internet Service.**

- e. **Brochures** – Up-to-date brochures and other applicable information for each make/model/configuration *shall* be supplied to the Technical Authority.

## ANNEX C

**Technical Information Questionnaire for a 4X4 ATV, 4 wheeled 2 Passengers, 4 Strokes, gasoline engine.**



### NOTICE

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

### AVIS

Cette documentation a été révisée par l'Autorité technique et ne contient pas de marchandises contrôlées.

### BID SOLICITATION NUMBER

**Completed By:**

**Company Name:**

**Manufacturer's Name:**

**Name of Representative:** \_\_\_\_\_ **Designation:**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **Introduction**

This questionnaire covers technical information, which *shall* be provided for evaluation of the configuration(s) of the vehicle(s) offered.

Where the specification paragraphs below indicate "Proof of Compliance", the "Proof of Compliance" *shall* be provided for each performance requirement/specification.

Bidders should indicate the requested information and indicate the document name/title and page number where the Proof of Compliance can be found.

Definitions for *Equivalent* and *Proof of Compliance* are found in the DEFINITIONS section at the end of this document.

## **PURCHASE DESCRIPTION PARAGRAPHS**

### **3.1 Design**

- a. Make \_\_\_\_\_ - Model \_\_\_\_\_

Length of time this model has been in production or in performance, maintenance, and reliability trials.

\_\_\_\_ Years

### **3.2 Operation Condition – Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. Towing Capacity - A minimum load of 400 kg.  
Document: \_\_\_\_\_ Page: \_\_\_\_\_

### **3.6 Dimensions – Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. Max overall length of 3000 mm (118.11 in);  
Document: \_\_\_\_\_ Page: \_\_\_\_\_
- b. Max overall width of 1750 mm (68.9 in);  
Document: \_\_\_\_\_ Page: \_\_\_\_\_
- c. A minimum ground clearance 254 mm (10 in);  
Document: \_\_\_\_\_ Page: \_\_\_\_\_

### **4.1 Engine Systems - Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. The engine displacement *is* at least 650 cc.  
Document:\_\_\_\_\_ Page:
- b. The engine *is* liquid cooled  
Document:\_\_\_\_\_ Page:
- c. The engine *has at least* two (2) cylinders.  
Document:\_\_\_\_\_ Page:
- d. Engine **shall** be a four (4) strokes engine, electronic fuel injection.  
Document:\_\_\_\_\_ Page:
- f. Engine fuel type shall be unleaded gasoline.  
Document:\_\_\_\_\_ Page:

**4.2 Fuel Tank - Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. The main fuel tank **shall** have a minimum capacity of 17 litres.  
Document:\_\_\_\_\_ Page:
- c. Fuel tank or fuel tank cap **shall(E)** indicate the level of fuel in the tank.  
Document:\_\_\_\_\_ Page:

**4.3 Transmission - Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. A minimum of one forward and one reverse gear shall be provided.  
Document:\_\_\_\_\_ Page:
- b. The vehicle has four (4) wheels with an option of two (2) wheels drives and/or four (4) wheels drives shall be provided.  
Document:\_\_\_\_\_ Page:

**4.4 Brakes - Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. Front and rear hydraulic disc brake.  
Document:\_\_\_\_\_ Page:

- b. Parking brake.  
Document: \_\_\_\_\_ Page:

**5.1 Body Features - Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. A front and rear body guards (bumper);  
Document: \_\_\_\_\_ Page:
- b. A front and rear cargo rack/box;  
Document: \_\_\_\_\_ Page:
- c. Under body protection; and  
Document: \_\_\_\_\_ Page:
- d. Front and rear independent suspension.  
Document: \_\_\_\_\_ Page:

**5.2 Seating and Driver/Passenger compartment - Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. Two (2) passenger Compartment seat in a 2-Up style;  
Document: \_\_\_\_\_ Page:
- b. A backrest and handhold for the passenger.  
Document: \_\_\_\_\_ Page:

**5.3 Controls and Instruments - Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. Electrical starting.  
Document: \_\_\_\_\_ Page:
- b. Speedometer.  
Document: \_\_\_\_\_ Page:
- c. Fuel gauge.  
Document: \_\_\_\_\_ Page:
- e. Gear indicator near the gear selector lever.  
Document: \_\_\_\_\_ Page:



**6      Electrical System - Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- b. A 12 volts outlet in the driver compartment.  
Document: \_\_\_\_\_ Page: \_\_\_\_\_

**7.1    Special Equipment - Proof of Compliance shall be provided**

Bidders should indicate the document and page number where the Proof of Compliance can be found:

- a. Heavy duty all-purpose tires;  
Document: \_\_\_\_\_ Page: \_\_\_\_\_
- b. A 5.08 cm (2inch) rear receiver hitch.  
Document: \_\_\_\_\_ Page: \_\_\_\_\_
- c. A 1134 kg (2500 lbs) minimum capacity, front mounted winch.  
Document: \_\_\_\_\_ Page: \_\_\_\_\_
- d. A factory cover to cover completely the vehicle.  
Document: \_\_\_\_\_ Page: \_\_\_\_\_

**DEFINITIONS: The following definitions apply to the interpretation of this Technical Information Questionnaire:**

- a) "Equivalent" - A standard, means, or component type, which has been accepted by the Technical Authority as meeting the specified requirements for form, fit, function and performance.
- b) "Proof of Compliance" is defined as an unaltered document, such as a brochure and/or technical literature and/or a third party test report provided by a nationally and/or internationally recognized testing facility and/or a report generated by a nationally and/or internationally recognized third party software. The document *shall* 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 *shall* be provided. The certificate *shall* 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.

The bidder certifies that the products offered in the Purchase Description meet the performance specifications and the Requirement detailed in the Technical Information Questionnaire.

Signed \_\_\_\_\_

Date \_\_\_\_\_