

**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**  
**Public Works and Government Services / Travaux  
publics et services gouvernementaux**  
**Kingston Procurement**  
**Des Acquisitions Kingston**  
**86 Clarence Street, 2nd floor**  
**Kingston**  
**Ontario**  
**K7L 1X3**  
**Bid Fax: (613) 545-8067**

## 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> Aircraft Filter Testing Unit	
<b>Solicitation No. - N° de l'invitation</b> W3474-152271/A	<b>Date</b> 2014-11-13
<b>Client Reference No. - N° de référence du client</b> W3474-1522701	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$KIN-690-6473	
<b>File No. - N° de dossier</b> KIN-4-42083 (690)	<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 2014-12-29</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Rider, Kim (Buyer)	<b>Buyer Id - Id de l'acheteur</b> kin690
<b>Telephone No. - N° de téléphone</b> (613) 545-8739 ( )	<b>FAX No. - N° de FAX</b> (613) 545-8067
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE 35 WESTWIN AVE TRENTON Ontario K0K3W0 Canada	

**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**

Public Works and Government Services / Travaux publics  
et services gouvernementaux  
Kingston Procurement  
Des Acquisitions Kingston  
86 Clarence Street, 2nd floor  
Kingston  
Ontario  
K7L 1X3

<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>

Solicitation No. - N° de l'invitation

W3474-152271/A

Amd. No. - N° de la modif.

File No. - N° du dossier

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Buyer ID - Id de l'acheteur

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## PART 1 - GENERAL INFORMATION

### 1. Requirement:

**CFB Trenton Aerospace and Telecommunications Engineering Support Squadron**, requires an aircraft filter testing stand to be designed and fabricated for CFB Trenton, Trenton Ontario . Details provided in Annex "A" Statement of Requirement.

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

### 3. Trade Agreements

"The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT)."

## 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](#) (2014-06-26) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

"Subsections 04 and 05 of Section 01 Integrity Provisions - Bid of the *Standard Instructions applicable 2003* incorporated by reference above are deleted in their entirety and replaced with the following:

4. Bidders who are incorporated or who are a sole proprietorship, including those bidding as a joint venture, have already provided a list of names of all individuals who are directors of the Bidder, or the name of the owner, at the time of submitting an arrangement under the Request for Supply Arrangement (RFSA). These bidders must diligently inform Canada in writing of any changes affecting the list of directors during this procurement process as well as during the contract period.
5. Canada may, at any time, request that a bidder provide properly completed and Signed Consent Forms (*[Consent to a Criminal Record Verification form - PWGSC-TPSGC 229](#)*) for any or all individuals mentioned above within a specified time frame. Failure to provide such consent forms and associated information within the time frame provided, or failure to cooperate to the verification process, will result in the bid being declared non-responsive."

## **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 \_\_\_\_\_.

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

# **PART 3 - BID PREPARATION INSTRUCTIONS**

## **1. Bid Preparation Instructions**

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

Section I: Technical Bid (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**

To be considered responsive, a proposal must meet all the **Mandatory Technical Criteria**.

###### **1.1.1 Mandatory Technical Criteria**

- (1) To demonstrate, the Bidder must provide details of the delivery of a similar design and fabricated product within the last 5 years as follows:

Make and model of equipment supplied and installed (similar is defined as those that are the same base models as those proposed). Cost of the supply and install;

##### **1.2 Financial Evaluation**

###### **1.2.1 Mandatory Financial Criteria**

The Bidder must submit its offer in accordance with Annex C, Basis of Payment.

**1.2.2** The price of the bid will be evaluated in Canadian dollars, the Harmonized Sales Tax, (HST) excluded, FOB destination for goods and services Customs duties and Excise Taxes included.

**1.2.3** Financial bids will be evaluated on an aggregate basis based on the estimated usages provided in Annex "C", Basis of Payment.

**1.2.4** The Quantity in (column A) will be multiplied by the Unit Price in (column B) and the resulting total of both columns will be the firm price in (column C). The totals of columns A & B will be added together to determine the Total Evaluated Price in column C.

**1.2.5** Bidders must submit pricing in accordance with the Basis of Payment, Annex "C", attached herein, as firm all inclusive pricing or their bid will be considered non-responsive and will be given no further consideration.

**1.2.6** If the Bidder's pricing in its response to this RFP is not in Canadian currency, it will be converted to Canadian currency using the appropriate nominal exchange rate on the closing date as posted on the Bank of Canada Website located at:

[Http://www.bankofcanada.ca/rates/exchange/](http://www.bankofcanada.ca/rates/exchange/)

**1.3 Demonstration:** Canada **may**, but will have no obligation, to require that the top-ranked Bidder demonstrate any features, functionality and capabilities described in this bid solicitation or in its bid, in order to verify compliance with the requirements of this bid solicitation. If required, the demonstration must be conducted, at no cost to Canada, at a location in Canada agreed to by the Contracting Authority. Canada will provide no fewer than 5 working days of notice before the scheduled date for the demonstration. Once the demonstration has begun, it must be completed within 1 day. The demonstration must be conducted during normal business hours, to be determined by the Contracting Authority. Canada will pay its own travel and salary costs associated with any demonstration. Despite the written bid, if Canada determines during a demonstration that the Bidder's proposed solution does not meet the mandatory requirements of this bid solicitation, the bid will be declared non-responsive.

## **2. Basis of Selection**

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

## **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 Required Precedent to Contract Award**

#### **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.

## 1.2 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 [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

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

## PART 6 - RESULTING CONTRACT CLAUSES

1. There is no security requirement applicable to this Contract.

### 2. Requirement

As detailed in 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.

#### 3.1 General Conditions

2010A (2014-06-26), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

#### 3.2 Supplemental General Conditions

4003 (2010-08-16) Licensed Software, apply to and form part of the Contract.

### 4. Term of Contract

#### 4.1 Delivery Date

**All deliverables are in accordance with the schedule of milestones in Part 6 – Basis of Payment 6.3.**

### 5. Authorities

#### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Kim Rider  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Address: 86 Clarence St. 2<sup>nd</sup> Floor  
Telephone: 613-545-8739



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CCC No./N° CCC - FMS No./N° VME

Facsimile: 613-545-8067  
E-mail address: kim.rider@pwgsc.gc.ca

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

## 5.2 Project Authority (at time of 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

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone # \_\_\_\_\_  
Fax# \_\_\_\_\_  
Email \_\_\_\_\_

## 6. Payment

### 6.1 Basis of Payment

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 "C" for a cost of \$ \_\_\_\_\_**. Customs duties are **included**, and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

### 6.2 Limitation of Price

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

### 6.3 SACC Manual clause **H3010C** (2010-01-112) Milestone Payments

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract if:

- a. An accurate and complete claim for payment using PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;
- c. all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

## **7. Invoicing Instructions**

1. The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment.

Each claim must show:

- a. all information required on form PWGSC-TPSGC 1111;
- b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- c. a list of all expenses;
- d. the description and value of the milestone claimed as detailed in the Contract.

Each claim must be supported by:

- a. copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;
- b. copy of the monthly progress report.

2. 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 claims for progress payments.

3. The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Technical Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

The Technical Authority will then forward the original and two (2) copies of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.

4. The Contractor must not submit claims until all work identified in the claim is completed.

## **8. Certifications**

### **8.1**

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 Ontario.

## **10. Priority of Documents**

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2014-09-25);
- (c) Annex "A", Requirement;
- (d) Annex "C" Basis of Payment
- (e) the Contractor's bid dated \_\_\_\_\_

## **11. SACC Manual Clauses**

B1501C – Electrical Equipment – (2006-06-16)

## **12. SACC Manual Clauses.**

### **G1001C Insurance – Specific Requirements (2013-11-06)**

The Contractor must comply with the insurance requirements specified in Annex "D". The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

**ANNEX "A"**  
**REQUIREMENT**  
**Integrated Health Monitoring**  
**Aircraft Filter Testing Unit**

**1.0**     **BACKGROUND**

Aerospace and Telecommunication Engineering Support Squadron's Integrated Health Monitoring (ATESS/IHM) oil laboratory provides aircraft fluid filter cleaning services with accompanying filter testing to certify the filters for reuse on the appropriate aircraft fleet. The tests needed to confirm the serviceability are:

- a) bubble point (BP) to ascertain the integrity of the filter media; and
- b) pressure differential (delta P or  $\Delta P$ ) across the media to confirm minimal pressure loss or flow for air, oil and fuel filters. The capability to recertify the filters saves the CF filter replacement costs.

**2.0**     **REQUIREMENTS**

**GENERAL**

ATESS has a requirement for a filter test stand that is capable of performing both bubble point and differential pressure using environmentally friendly testing fluid.

There are currently two separate filter test stands used: One for air filters and the other for oil and fuel filters. The new filter test stand must be capable of testing oil, fuel and air filters.

Only one filter will be tested at any one time.

The Technical Authority will supply clean, dry compressed air at 100 psi maximum pressure and at a maximum flow rate of 5 lb/min to the test stand. The Technical Authority's connection hose will have 3/8" I/M quick disconnect coupler. The Contractor is to provide a 3/8" I/M quick disconnect plug in a readily accessible location for easy installation. The connection point must be positioned (i.e. recessed) so as not to be a potential safety hazard.

The Technical Authority will supply and connect electric power to the filter test stand. The power supply will be 120 volt single phase with a maximum amperage of 11Amps. Should the filter test stand require a different voltage than that supplied it will be the Contractors responsibility to provide a suitable transformer on the filter test stand.

The Technical Authority will supply and install a source of unheated potable water for the filter test stand.

**2.1**     **Air Filters**

**Test stand requirements:**

The Technical Authority currently certifies two different air filters for reuse – the P3 filter from the Griffon helicopter and the augments control valve filter for the CC130J aircraft. Each filter type requires its own specific housing to carry out the tests. The filter housings will be supplied by the Technical Authority during final assembly though exact dimensions of the housings will be supplied to the successful contractor during the design stage. In general terms the approximate overall measurements of the housings are:

- a) P3 filter housing - 2" outside diameter by 4" tall with a connection at the side

b) Augmenter housing - 1.5" outside diameter by 3" tall with a connection at the bottom and at the top.

These two housings must be mounted upright in an unobstructed area of the filter test stand to allow easy, ergonomically friendly accessibility to the filters.  
Space for mounting two additional housings of similar size for future expansion must be provided.

#### **Test procedure and parameters**

The filter test stand must filter the supplied air down to 1 micron absolute. The filter test stand must incorporate digitized gauges for the pressure readings (1-100 psig scale) and air flow rates (0.10- 2.40 lb/min scale).

The filter test stand must pressurize the empty filter housing to an indicated pressure of 80psig with an approximate air flow of 1.5 lb/min. The filter test stand must indicate the pressure drop across the housing and, as a minimum, have accurate measurements between 0.25 and 1.0 inches of Hg. This pressure drop shall be digitally displayed. The Technician will install the filter into the housing and again pressurize the housing to 80psig. To pass the test the pressure drop differential between the empty housing and with the filter in place shall be no more than 0.5 in Hg.

## **2.2 Oil/Fuel Filters**

### **Test stand requirements:**

General overall measurements of the filters to be tested:

- Maximum outside diameter 5"
- Minimum diameter 1"
- Maximum length 10"
- Minimum length 1.5"

The current oil/fuel filter test stand uses Varsol, a solvent with a relative density of 0.788. Testing parameters for all current filters are in Annex "A" and are based on testing with Varsol. Supplier to provide equivalent new ranges, limits, flow rates, etc. based on the proposed environmentally friendly testing fluid.

The oil/fuel filter portion of the test stand equipment must:

- test a number of different Canadian Forces' aircraft fluid filters with minimum rework/setup for both bubble point (ASTM F316) and pressure differential. (If required, Technical Authority will provide one each of used filters to winning Contractor for accurate fitment of adaptors, fittings, etc.);
- incorporate digitized gauges, readouts, etc. into test stand;
- use environmentally friendly testing fluid(s);

#### **Bubble Point Specific Requirements**

- as a minimum, must be able to accurately measure and display BP pressures of 2 -10 inches of water (typical failing BPs) ;

#### **Differential Pressure Specific Requirements**

- as a minimum, must be able to produce and accurately measure flow rates of 0.25 to 30 US gallons per minute;
- as a minimum, must be able to measure pressure differential from 0. 5 inches of water increasing up to 20.0 inches of water

#### **Other general requirements:**

- All parameters must be automatically recorded on a computer (included in purchase) with Microsoft Operating System.

- As a minimum all test results must be stored in a readily accessible file and in a format easily exportable to Microsoft Excel 2010;
- A printable report of the test results must be immediately available following the test;
- Contractor to provide at a minimum two copies of the maintenance manual - one hard copy and one electronic copy (if applicable);
- Contractor to provide an illustrated parts breakdown with OEM part numbers,
- Contractor to provide comprehensive on-site training for two IHM technicians on equipment operations and maintenance.

## Annex "B"

### Testing Parameters and Passing Limits for Filters

Filter Type	NSN	P/N	Test Flow Rates (GPM)	Min allowable BP (inches of water)	Max allowable ΔP (inches of water)
<b>CF188 – Hornet</b>					
<b>(Information only. Filter not currently tested. Under review by LCMM)</b>					
<b>AMAD Oil filter</b>	2945-01-480-1707	42312-496	2	6	1
<b>CH146 - Griffin</b>					
<b>IAW P&amp;W Maint. Man. PT6T-3D/PT6T-3DE/PT6T-3DF, T.O. 79-20-02 (see Note)</b>					
<b>Main Oil Filter</b>	2945-01-053-3426	3029315 3034508	5.5	6	1
	2945-20-004-8368	3059256-01	5.5	6	1
	2945-21-914-2239	3036736	6	8	1
<b>P3 Filter</b>	2945-21-912-6890	3038142	30 GPM @ 80 PSI	N/A	0.5
<b>CT142 – Dash 8</b>					
<b>IAW P&amp;W Maint. Man. PW100-PW120A, T.O. 72-01-40 &amp; 72-01-50 (see Note)</b>					
<b>Low Pressure Fuel Filter (Short)</b>	4920-21-912-2078	3038454	5.5	2.5	1
<b>High Pressure Fuel Filter</b>	2915-21-900-4966	5905587 3035681	5.5	4.5	1
<b>Main Oil Filter</b>	2945-21-904-5693	3112895-01	5.5	6	1
	2945-20-006-4556	3059254-01	5.5	6	1
	2945-21-900-2139	3034190	<b>(Information only) FDA &amp; Scrap</b>		
<b>Scavenger Oil Filter</b>	2945-01-053-3426	3029315	5.5	6	1
	2945-20-004-8368	3059256-01	5.5	6	1
	2945-21-914-2239	3036376	6	8.5	1
<b>CT114 – Tutor</b>					
<b>IAW C-14-165-000-MF-000, C-12-114-0B0- (see Note)</b>					
<b>Engine Oil Filter</b>	2945-00-914-8526	3005T77P01	5	2	6
<b>Hydraulic Filter</b>	1650-21-810-6887	701004	4.5	8.5	1
<b>Fuel Filter Assy</b>	2915-21-819-1611	700202	5	2	1

**Table 1 – Pass Criteria Using the Hydra-Tec Filter Test Stand with Varsol as Testing Fluid**

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File No. - N° du dossier  
KIN-4-42083

Buyer ID - Id de l'acheteur  
kin690  
CCC No./N° CCC - FMS No./N° VME

## ANNEX "C"

### Basis of Payment & Delivery Due Dates.

The Bidder must submit all-inclusive unit prices in **Canadian Dollars**. "DDP Delivered Duty Paid" to:

Description	Qty (a)	Unit Price (b)	Evaluated Price (c)  (a X b)
C1 Model Offered _____ In accordance to Annex "A"	1	\$ _____	\$ _____
		Evaluated Price GST/HST Extra	\$ _____

### DELIVERY OF MILESTONES.

Milestone No.	Description or "Deliverable"	Firm Amount (GST/HST Extra)	Due Date or "Delivery Date"
	<b>Contract Period</b>		
1	Electronic and hardcopy of production/design drawing of Aircraft Test Stand	Unit Price \$ _____ BOP C-1 x 10%	Within _____ calendar days from Contract Award.
2	Preliminary acceptance test completion, including testing for performance, at contractor facility. DND will send 2 employees to travel to contractor's place to test and accept.	Unit Price \$ _____ BOP C-1 x 20%	Within _____ calendar days from acceptance of Milestone #1 by the Technical Authority.
3	Aircraft Test Stand delivered to client site.	Unit Price \$ _____ BOP C-1 x 20%	Within _____ calendar days from acceptance of Milestone #2 by the Technical Authority.
4	Installation, testing and training. Training for staff to be completed at CFB Trenton	Unit Price \$ _____ BOP C-1 x 20%	Within _____ calendar days from acceptance of Milestone #3 by the Technical Authority.
5.	Testing, accuracy parameters. Installed testing of filter test stand including for accuracy parameters.	Unit Price \$ _____ BOP C-1 x 30%	Within _____ days after acceptance of Milestone #4 by the Technical Authority.



## **Annex "D"**

### **Insurance Requirements.**

#### **Aviation Liability Insurance – G2030C – (2014-06-26)**

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.
2. The Aviation Liability policy must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
  - b. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
  - c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - e. Employees and, where applicable, Volunteers must be included as Additional Insured.
  - f. Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
  - g. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
  - h. Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation WSIB or similar program)
  - j. Products and Completed Operations: To cover liability arising from the sale and service of aviation products, assembly and repair activities, in connection with the Work performed by or on behalf of the Contractor.
  - o. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s. 1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

*Senior General Counsel,  
Civil Litigation Section,  
Department of Justice  
234 Wellington Street, East Tower  
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

#### **Errors and Omissions Liability Insurance – G2002C (2008-05-12)**

1. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
2. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
3. The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

#### **All Risk Property Insurance. G3001C (2008-05-12)**

The Contractor must obtain All Risks Property insurance while the Government Property is under its care, custody or control, and maintain it in force throughout the duration of the Contract, in an amount of not less than \$5,000.00. The Government's Property must be insured on Agreed Value (appraisal) basis.

1. Administration of Claims: The Contractor must notify Canada promptly about any losses or damages to Government Property and monitor, investigate and document losses of or damage to ensure that claims are properly made and paid.
2. The All Risks Property insurance policy must include the following:
  - a. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority at least thirty (30) days written notice of policy cancellation.

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kin690  
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- b. Loss Payee: Canada as its interest may appear or as it may direct.
- c. Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by CFB Trenton and Public Works and Government Services Canada for any and all loss of or damage to the property however caused.