

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

**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**  
**1550 D'Estimauville Avenue**  
**1550, Avenue d'Estimauville**  
**Québec**  
**Québec**  
**G1J 0C7**  
**FAX pour soumissions: (418) 648-2209**

**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> Handheld GPS	
<b>Solicitation No. - N° de l'invitation</b> W0106-14W731/A	<b>Date</b> 2014-11-17
<b>Client Reference No. - N° de référence du client</b> W0106-14W731	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$BAL-002-16196	
<b>File No. - N° de dossier</b> BAP-4-37249 (002)	<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> Heure Normale du l'Est HNE
<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> Larouche, Denise	<b>Buyer Id - Id de l'acheteur</b> bal002
<b>Telephone No. - N° de téléphone</b> (418) 677-4000 (4137)	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> MINISTERE DE LA DEFENSE NATIONALE ESCADRON DES TRANS / 2 DIV CA MEGA B-126, GARNISON SAINT-JEAN 25 GRAND-BERNIER SUD RICHELAIN Québec J0J1R0 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**

TPSGC/PWGSC  
BFC Bagotville, CP 380  
CFB Bagotville, PO Box 380  
Bâtiment 62, local 112  
Building 62, Room 112  
Alouette  
Québec  
G0V1A0

<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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## PART 1 - GENERAL INFORMATION

### 1. Requirement

Personal navigation devices (handheld GPS) (Quantity: 200) as detailed in the statement of requirement of Annex "A" hereto

### 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.

## 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: sixty (60) days

Insert: (120) days

#### 1.1 SACC Manual clause

B1000T (2014-06-26), Condition of material

### 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.

Your proposal must be transmitted **by fax to: (418)648-2209 or by mail** to the following address:

#### ➔ Bid Receiving Unit

**Public Works and Government Services Canada (PWGSC)  
1550 d'Estimauville Avenue  
quebec City, Quebec, Canada G1J 0C7**

### **3. Enquiries - Bid Solicitation**

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

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

### **4. Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in province of Quebec.

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 ( 1 copy)

Section II: Financial Bid ( 1 copy)

Section III: Certifications (1 copy)

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

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

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

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

SACC Manual Clause C3010T (2013/11/06), Exchange Rte Fluctuation Risk Mitigation

#### Section III: Certifications

Solicitation No. - N° de l'invitation

W0106-14W731/A

Amd. No. - N° de la modif.

File No. - N° du dossier

BAP-4-37249

Buyer ID - Id de l'acheteur

ba1002

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

W0106-14W731

CCC No./N° CCC - FMS No/ N° VME

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Bidders must submit the certifications required under Part 5.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

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

#### 1.1 Technical Evaluation

##### 1.1.1 Mandatory Technical Criteria

The bid must meet the mandatory technical criteria specified in the statement of need in Appendix A reference in paragraph 5. "Mandatory Requirements"

- ➔ Bidders must provide the necessary to ensure compliance of all mandatory criteria documentation: from 5.1.1 to 5.3.6 inclusive .

\*The tenders that not meet the mandatory technical criteria will be declared non-responsive.

- ➔ To explain and demonstrate how they propose to meet the requirement of this request, Bidders must submit **with their bid**, a copy of complete specifications and technical notes of the products offered. If the documents submitted with your bid (specifications and technical notes of the products offered) does not show that your product meet technical specifications, your bid non-responsive.

#### 1.2 Financial Evaluation

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

### 2. Basis of Selection

#### 2.1 A0031T (2010-08-16) Mandatory Criteria



## **PART 5 - CERTIFICATIONS**

Bidders must provide the required certifications and documentation to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default, if any certification made by the Bidder is found to be untrue whether during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with this request will also render the bid non-responsive or will constitute a default under the Contract.

### **1. Mandatory Certifications Required Precedent to Contract Award**

#### **1.1 Code of Conduct and Certifications - Related documentation**

By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Bid of Standard Instructions 2003. The related documentation therein required will assist Canada in confirming that the certifications are true.

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

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

Personal navigation devices (handheld GPS) (Quantity: 200) as detailed in the statement of requirement of Annex "A" hereto

### 2. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### 2.1 General Conditions

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

#### 2.2 Supplemental General Conditions

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

### 3. Term of Contract

#### 3.1 Delivery Date

All delivery, must be received 60 calendar days after the grant of the contract.

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## 4. Authorities

### 4.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Denise Larouche  
Title: Supply Officer  
Telephone: (418)677-4000 ext. 4137  
E-mail address: denise.larouche@tpsgc.gc.ca

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

### 4.2 Project Authority (to be completed at the contract award)

The Project Authority for the Contract is:

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

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### 4.3 Offeror's Representative

Name: \_\_\_\_\_  
Telephone : \_\_\_\_ \_\_\_\_ \_\_\_\_  
Facsimile: \_\_\_\_ \_\_\_\_ \_\_\_\_  
E-mail address: \_\_\_\_\_

## 5. Payment

### 5.1 Basis of Payment - Firm unit Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract,

the Contractor will be paid a firm unit price, as specified in the Annex "B" for total of:  
\$\_\_\_\_\_ F.O.B Destination. Custies duties are included and Aplicable Taxes are extra.

Canada will not pay 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.

### 5.2 SACC Manual clause

H1000C (2008-05-12) Single payment

### 5.3 SACC Manual Clauses

C2000C (2007-11-30), Taxes - Foreign-based Contractor

## 6. Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the General Conditions 2010A. Invoices cannot be submitted until all work identified in the invoice is completed.

## 7. Certifications

### 7.1 Compliance

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

## 8. Applicable Laws

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

## 9. 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- Goods (Medium Complexity);
- (c) the supplemental general conditions 4003 (2010-08-16), Licensed Software; 2030 27 (2008-05-12) Intellectual Property Infringement and Royalties;
- (c) Annex «A», Specifications
- (d) Annex «B», Pricing;
- (e) the Contractor's bid dated \_\_\_\_\_

## 10. SACC Manual Clauses

### Delivery, Inspection and Acceptance

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

Delivered Duty Paid (DDP) to: Signals Squadron/2 Cdn Div Méga B-126, Saint-Jean Garrison 25 Grand-Bernier Sud Stret, Richelain, QC. Canada J0J 1R0 Incoterms 2000 for shipments from a commercial contractor.

B1501C (2006-06-16), Electrical Equipment

B7500C (2006-06-16), Excess Goods

G1005C (2008-05-12), Insurance

## 11. Intellectual Property Infringement and Royalties

1. The Contractor represents and warrants that, to the best of its knowledge, neither it nor Canada will infringe any third party's intellectual property rights in performing or using the Work, and that Canada will have no obligation to pay royalties of any kind to anyone in connection with the Work.
2. If anyone makes a claim against Canada or the Contractor concerning intellectual property infringement or royalties related to the Work, that Party agrees to notify the other Party in writing immediately. If anyone brings a claim against Canada, according to Department of Justice Act, R.S. 1985, c. J-2, the Attorney General of Canada must have the regulation and conduct of all litigation for or against Canada, but the Attorney General may request that the Contractor defend Canada against the claim. In either case, the Contractor agrees to participate fully in the defence and any settlement negotiations and to pay all costs, damages and legal costs incurred or payable as a result of the claim, including the amount of any settlement. Both Parties agree not to settle any claim unless the other Party first approves the settlement in writing.

3. The Contractor has no obligation regarding claims that were only made because:
  - a. Canada modified the Work or part of the Work without the Contractor's consent or used the Work or part of the Work without following a requirement of the Contract; or
  - b. Canada used the Work or part of the Work with a product that the Contractor did not supply under the Contract (unless that use is described in the Contract or the manufacturer's specifications); or
  - c. the Contractor used equipment, drawings, specifications or other information supplied to the Contractor by Canada (or by someone authorized by Canada); or
  - d. the Contractor used a specific item of equipment or software that it obtained because of specific instructions from the Contracting Authority; however, this exception only applies if the Contractor has included the following language in its own contract with the supplier of that equipment or software: "[Supplier name] acknowledges that the purchased items will be used by the Government of Canada. If a third party claims that equipment or software supplied under this contract infringes any intellectual property right, [supplier name], if requested to do so by either [Contractor name] or Canada, will defend both [Contractor name] and Canada against that claim at its own expense and will pay all costs, damages and legal fees payable as a result of that infringement." Obtaining this protection from the supplier is the Contractor's responsibility and, if the Contractor does not do so, it will be responsible to Canada for the claim.
  
4. If anyone claims that, as a result of the Work, the Contractor or Canada is infringing its intellectual property rights, the Contractor must immediately do one of the following:
  - a. take whatever steps are necessary to allow Canada to continue to use the allegedly infringing part of the Work; or
  - b. modify or replace the Work to avoid intellectual property infringement, while ensuring that the Work continues to meet all the requirements of the Contract; or
  - c. take back the Work and refund any part of the Contract Price that Canada has already paid.

If the Contractor determines that none of these alternatives can reasonably be achieved, or if the Contractor fails to take any of these steps within a reasonable amount of time, Canada may choose either to require the Contractor to do (c), or to take whatever steps are necessary to acquire the rights to use the allegedly infringing part(s) of the Work itself, in which case the Contractor must reimburse Canada for all the costs it incurs to do so.

#### **Annex «A» Specifications**

#### **Annex «B» Pricing**

\*This Annex are incorporated by reference into and form part request for proposal.

## ANNEX «B» PRICING

Item	Description	Quantity	Unit Price (Taxes Extras)
1	Handheld GPS devices Including: 4GB microSD Card With SD Adapter In accordance with the mandatory requirements and specifications required in Schedule "A".	200	\$_____/ea
2	Topographic maps of Quebec only for GPS	230	\$_____/ea
3	Power cable, 12 volt vehicle	26	\$_____/ea
4	Manual as a minimum in English and in French. Required quantity is one per delivered GPS device:	200	\$_____/ea
5	Costs of transport and unloading: Goods delivered and unloaded: Signals Squadron / 2 Cdn Div Mega B-126, Saint-Jean Garrison 25 Grand-Bernier Sud Street Richelieu, Qc, Canada J0J 1R0		\$_____/lot
6	For total of: -----> \$_____		



## Annex A – Statement of Requirement

**GOODS CONTRACT**  
2<sup>ND</sup> Canadian Division Support Group (SG)  
Montréal, St-Jean, Valcartier Garrisons

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### STATEMENT OF REQUIREMENT

#### 1. TITLE

Personal navigation devices (handheld GPS)

#### 2. CONTEXT

As part of the 2 CRPG (Canadian Ranger Patrol Group) mission, the Department of National Defence (DND) requires personal navigation devices.

2 CRPG's mission is to protect Canada's sovereignty by reporting unusual activity or unusual observation, gathering locally information of significance to the Canadian Armed Forces (CAF) and by conducting patrols for national-security and public-safety missions in sparsely populated northern and isolated areas of Quebec.

The use of GPS technology is essential for the execution of the mission of 2 CRPG.

#### 3. OBJECTIVE

The purpose of this document is to describe the general and specific demands for the complete and satisfactory execution of this procurement related to navigation in an arctic operational environment for the 2<sup>nd</sup> Canadian Ranger Patrol Group (2 CRPG) of the Department of National Defence (DND).

#### 4. DELIVERABLES

Deliverables are:

4.1	Description	Quantity
4.1.1	Handheld GPS devices Including: 4.1.1.1 4GB microSD Card with SD Adapter	200
4.1.2	Topographic maps of Quebec only for GPS	230
4.1.3	Power cable, 12 volt vehicle	26

#### 5. MANDATORY REQUIREMENTS

The GPS devices must have, at a minimum, the following characteristics:

##### 5.1 GPS devices

5.1	Description	Mandatory characteristic
5.1.1	Must operate from AA batteries	Alcaline, Lithium or NiMH rechargeable
5.1.2	Must have a precision of :	Less than 10 meters (33 ft) during normal use
5.1.3	Must have a minimal autonomy of :	18 hours
5.1.4	Must be efficient in a temperature range of :	-15 °C to 70 °C (from 5° F to 158° F)





## Annex A – Statement of Requirement

### GOODS CONTRACT 2<sup>ND</sup> Canadian Division Support Group (SG) Montréal, St-Jean, Valcartier Garrisons

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5.1.5	Must be weather proof :	Compliant to IPX7 standard
5.1.6	Must have a usage:	Easy and friendly

#### 5.2 Cards et memories

5.2	Description	Mandatory characteristic
5.2.1	Must operate with storage cards :	SD and microSD
5.2.2	Must have a base map :	Yes
5.2.3	Must have pre-registered cards :	No, none
5.2.4	Must have a minimum storage capacity of :	1.5 GB

#### 5.3 Functions

5.3	Description	Mandatory characteristic
5.3.1	Must have an electronic compass:	Yes
5.3.2	Must have a barometric altimeter with an accuracy of:	± 3 m (± 10 pi)
5.3.3	Must facilitate the transfer of data from GPS to GPS:	Yes
5.3.4	Must be able to record waypoints / location:	± 2 000
5.3.5	Must be able to record routes:	± 200
5.3.6	Must be able to record logs of routes:	± 20

## 6. OPTIONAL REQUIREMENTS

The GPS devices could have the following characteristics:

#### 6.1 GPS devices

6.1	Description	Optional characteristic
6.1.1	May have dimensions (length x height x depth) of:	±2.6 inches X 6.0 inches X 1.2 inches (6,6 cm X 15,2 cm X 3,0 cm)
6.1.2	May have a display size (diagonal) of:	±2,6 inches (6,6 cm)
6.1.3	May have a display resolution (width x height) of:	±160 X 240 pixels
6.1.4	May have a weight of:	±200 g with batteries

#### 6.2 Cards et stockage memory

6.2	Description	Optional characteristic
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## Annex A – Statement of Requirement

### GOODS CONTRACT

2<sup>ND</sup> Canadian Division Support Group (SG)  
Montréal, St-Jean, Valcartier Garrisons

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6.2.1	May have the ability to add maps:	Yes. The unit must be SD or Micro SD Cards compatible
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## 7. DOCUMENTATION

The contractor will supply a user manual as a minimum in English and in French. Required quantity is one per delivered GPS device.

## 8 DELIVERY LOCATION

Signals Squadron / 2 Cdn Div  
Méga B-126, Saint-Jean Garrison  
25 Grand-Bernier Sud Stret  
Richelain, QC, Canada J0J 1R0