

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
**Room 100,  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3B 0T6  
Bid Fax: (204) 983-0338**

**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> Custom Gravel Trailer	
<b>Solicitation No. - N° de l'invitation</b> 01005-150240/A	<b>Date</b> 2014-11-18
<b>Client Reference No. - N° de référence du client</b> 01005-150240	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$WPG-016-9249	
<b>File No. - N° de dossier</b> WPG-4-37194 (016)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-12-29</b>	<b>Time Zone Fuseau horaire</b> Central Standard Time CST
<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> Hall, Marlene	<b>Buyer Id - Id de l'acheteur</b> wpg016
<b>Telephone No. - N° de téléphone</b> (204) 984-6423 ( )	<b>FAX No. - N° de FAX</b> (204) 983-7796
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF AGRICULTURE AND AGRI-FOOD 269 MAIN ST RM 200 P.O.BOX 6100 WINNIPEG Manitoba R3C4N3 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 Canada - Western  
Region  
Room 100  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3B 0T6

<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 (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

### 1.1 Requirement

The requirement is detailed under Article 6.2 of the resulting contract clauses.

### 1.2 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

### 2.1 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) (<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

#### 2.1.1 SACC Manual Clauses

B1000T (2007-11-30) Condition of Material

### 2.2 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.

### 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 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.

## **2.4 Applicable Laws**

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

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**

### **3.1 Bid Preparation Instructions**

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

Section I: Technical Bid (3 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.

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**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.

**3.1.1 Exchange Rate Fluctuation**

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

**3.1.2 SACC Manual Clauses****Section III: Certifications**

Bidders must submit the certifications required under Part 5.

**PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION****4.1 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.

**4.1.1 Technical Evaluation****4.1.1.1 Mandatory Technical Criteria**

- (a) Ability to perform the full scope of work as described in Annex A, Requirement;
- (b) Provision of pricing as detailed in Annex B, Basis of Payment.

**4.1.2 Financial Evaluation**

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

**4.2 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.

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## 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.

### 5.1 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.

#### 5.1.1 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.

#### 5.1.2 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.

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**

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

### **6.1 Security Requirements**

**6.1.1** There is no security requirement applicable to this Contract.

### **6.2 Requirement**

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

### **6.3 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.

#### **6.3.1 General Conditions**

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

### **6.4 Term of Contract**

#### **6.4.1 Delivery Date**

All the deliverables must be received on or before March 31, 2015.

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Marlene Hall  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
100 - 167 Lombard Avenue  
Winnipeg, MB. R3B 0T6

Telephone: 204-984-6423  
Fax: 204-983-7796  
Email: [marlene.hall@pwgsc-tpsgc.gc.ca](mailto:marlene.hall@pwgsc-tpsgc.gc.ca)

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



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### 6.5.2 Project Authority

The Project Authority for the Contract is: **(To be inserted at time of Contract Award)**

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.

### 6.5.3 Contractor's Representative

Name and telephone number of the person responsible for:

#### General Enquiries

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

Title: \_\_\_\_\_

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

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

Email: \_\_\_\_\_

#### Delivery Follow-up

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

Title: \_\_\_\_\_

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

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

Email: \_\_\_\_\_

#### After Sales Service

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs; and a full range of repair parts for the vehicle offered:

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

Address: \_\_\_\_\_

\_\_\_\_\_

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

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

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## 6.6 Payment

### 6.6.1 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 prices as specified in Annex A for a cost of \$ \_\_\_\_\_ (*insert the amount at contract award*). 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.

### 6.6.2 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12) Single Payment

### 6.6.3 SACC Manual Clauses

C2000C	2007-11-30	Taxes - Foreign-based Contractor
C2605C	2008-05-12	Canadian Customs Duties and Sales Tax - Foreign-based Contractor

## 6.7 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.
2. Invoices must be distributed as follows:
  - (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

Agriculture & Agri-Food Canada  
Attention: Michelle Bruce  
300 – 2010 – 12<sup>th</sup> Avenue  
Regina, Saskatchewan  
Canada S4P 0M3
  - (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## 6.8 Certifications

### 6.8.1 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.

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## 6.9 Applicable Laws

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

## 6.10 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), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*) (*If the bid was clarified, insert at the time of contract award: " , as clarified on \_\_\_\_\_ and insert date(s) of clarification(s)*)

## 6.11 SACC Manual Clauses

A9049C	(2011-05-16)	Vehicle Safety
B7500C	(2006-06-16)	Excess Goods
C5201C	(2008-05-12)	Prepaid Transportation Costs
D5328C	(2007-11-30)	Inspection and Acceptance
G1005C	(2008-05-12)	Insurance

## ANNEX "A"

### REQUIREMENT

Agriculture & Agri-Food Canada (AAFC) in Swift Current, Saskatchewan has a requirement for the supply, delivery and off-loading of one (1) new Tandem Axle Gravel Hauling Trailer as per the mandatory minimum specifications detailed herein. The Tandem Axle Gravel Hauling Trailer will be towed by an AAFC owned Highway Tractor with fifth wheel hitch and will be used for transporting various aggregate materials including gravel, sand and soil.

The Trailer must be supplied completely assembled, serviced and ready for immediate use.

The design and construction of the Tandem Axle Gravel Hauling Trailer must comply with the *Motor Vehicle Safety Act (Canada)* and the regulations under that Act.

Tandem Axle Gravel Hauling Trailer Offered:

Make: \_\_\_\_\_

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

Year: \_\_\_\_\_

### COMPLIANCE MATRIX – MINIMUM MANDATORY TECHNICAL SPECIFICATIONS

A complete list of the mandatory technical specifications is detailed in the Compliance Matrix.

1. Bidders **must** show compliance by addressing each Technical Specification in the Compliance Matrix, whether the product offered "meets" or "doesn't meet".
2. Bidders are to clearly demonstrate compliance with the mandatory technical specifications. Bidders MUST respond with complete specifications and/or descriptive literature of the equipment being offered.
3. The complete specifications and/or descriptive literature should be submitted with the proposal but may be submitted afterwards. If the complete specification and/or literature is not submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.
4. Canada will not evaluate information such as references to Web site addresses where additional information can be found, or technical manuals or brochures not submitted with the bid.
5. Bidders must address any concerns with the Technical Specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.
6. Failure to meet the minimum mandatory technical specifications will result in your proposal being deemed non-responsive, and be given no further consideration in the evaluation process.

**Compliance Matrix – MINIMUM MANDATORY TECHNICAL SPECIFICATIONS:**

<p><b><u>Completion and submission of Mandatory Technical Specification is required to be considered responsive and for your bid to be given further consideration.</u></b></p> <p>1. Bidders must record whether they meet (YES) or not meet (NO) each of the specifications.</p> <p>2. Bidders must cross reference where in their technical bid, the technical specification is located.</p> <p>Where you have indicated compliant, provide the specification being offered which meets or exceeds <u>and cross-reference as to where the supporting documentation is found within your proposal</u>. If there is insufficient space in the table, assign SIR # (Supplementary Information Reference) and provide the appropriate details on a separate page in your proposal. Where published supporting documentation is not available in the form of brochures, technical data sheets etc., mark in the table "certification by signature"</p>			
All work and materials herein specified must meet and maintain minimum Canadian and Provincial certification(s) and approval(s) as applicable by Industry Standards.			
Item		Bidder Response: indicate how they meet the specifications addressed below/ cross-reference where this technical specification is indicated in their bid documentation	Compliant (Yes/No)
1.	Model year must be 2013 or newer.		
2.	New, unused		
<b>Box:</b>			
3.	Hydraulic operated End Dump (operable from the cab of the Highway Tractor). Note: Highway Tractor is not part of this contract.		
4.	Minimum 44" Side Height and minimum 48" Gate.		
5.	Front of box must be higher than sides by a minimum of 10".		
6.	Tandem Axle		
7.	Minimum 22, 500 lb rating per Axle		
8.	Box length 27-29 feet long.		
9.	Solid wood sideboards, painted		
10.	Steel construction body, minimum 10 gauge.		
11.	¼" AR400 Floor (suitable for rock hauling).		
12.	Smooth bottom		
13.	2 speed crank down landing gear.		
14.	Driver side mounted ladder in front.		
15.	2" diameter Kingpin.		

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16.	Extra mud flap protection (full width in front of landing gear, in front of forward rear axle, behind rear axle).		
17.	On/Off Road Tires IIR24.5 16 ply radials on steel rims.		
18.	Air ride suspension (with dump valve and pressure gauge).		
19.	ABS equipped.		
20.	Auto Slack Adjusters.		
21.	Grease-able Bushings.		
22.	LED lights with fully enclosed wiring.		
23.	Back up Alarm.		
24.	Paving / Asphalt Bumper.		
25.	Electric Mesh Tarp with manual back-up.		
26.	Conspicuity Tape.		
27.	Document holder, on frame.		
28.	High visibility lights on rear.		
29.	Provide a manual for operation of the Dump Body.		
30.	Air actuated tailgate release which is operable from the cab of the truck.		
31.	Minimum 30 ton, head lift telescoping hydraulic cylinder, with hydraulic relief valve, capable of being operated from the cab of the truck.		
32.	Body: Sandblasted and primed, manufacturer's standard color.		
33.	Frame: primed and painted black.		

Trailer will be towed by AAFC owned Highway Tractor:

- GVWR minimum of 58,600 lbs (26,636 kb).
- Tandem Rear Axle Rating minimum of 46,000 lbs (20,900 kg).
- CA of 129-135 inches.
- High risers (maximum of 8.5") on 5<sup>th</sup> wheel.
- Fifth wheel design to accept a 51mm (2 inch) diameter King Pin.
- 24" air slide fifth wheel centered 14" in front of suspension centerline
- Highway Tractor will be equipped with air supply trailer brakes and 7 pin electrical connections.
- Highway Tractor will be equipped with PTO and hydraulic pump with 50 gallon hydraulic tank for operation of end dump gravel trailer.

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## ANNEX "B"

### BASIS OF PAYMENT

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified below. Applicable taxes are extra, if applicable, and to be shown as a separate item on any resulting invoice.

Pricing must be firm unit price including all costs associated with providing the requirement in accordance with requirement at Annex A, including all shipping and offloading charges, FOB destination.

**FOB Destination:** Agriculture & Agri-Food Canada  
Water Infrastructure Division (01W45)  
L.B. Thomson Place  
Gate 2 SPARC, Airport Road  
Swift Current, Saskatchewan, Canada  
Attention: \_\_\_\_\_

Bidder to provide a detailed list of all items that will be part of the Gravel Trailer.

Note: bids will be evaluated in CAD funds using the Bank of Canada conversion rate on bid closing date

Item	Description	Qty	Unit of Issue	Unit Price Indicate if bid is in CAD or USD
1	<p><b>Gravel Trailer</b> in accordance with the mandatory performance specifications detailed in Annex A - Compliance Matrix.</p> <p>All inclusive pricing including random taxes, levy taxes, tire taxes, warranty, custom duties, shipping and off-loading charges, FOB destination.</p> <p><b>Year, Make, Model &amp; Model #</b> _____</p>	1	each	\$