

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Réception des soumissions - TPSGC / Bid  
Receiving - PWGSC  
1550 Avenue d'Estimauville  
1550 D'Estimauville Avenue  
Québec  
Québec  
G1J 0C7

**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> MDN - CAISSON MÉDICAL	
<b>Solicitation No. - N° de l'invitation</b> W0106-14R311/A	<b>Date</b> 2014-12-03
<b>Client Reference No. - N° de référence du client</b> W0106-14R311	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$QCW-028-16233	
<b>File No. - N° de dossier</b> QCW-4-37237 (028)	<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 2015-01-13</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> Simoneau, Steve	<b>Buyer Id - Id de l'acheteur</b> qcw028
<b>Telephone No. - N° de téléphone</b> (418) 649-2816 ( )	<b>FAX No. - N° de FAX</b> (418) 648-2209
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> MINISTERE DE LA DEFENSE NATIONALE GARNISON VALCARTIER BÂTIMENT 104 COURCELETTE Québec G0A4Z0 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  
601 - 1550 Avenue d'Estimauville  
Québec  
Québec  
G1J 0C7

<b>Delivery Required - Livraison exigée</b> VOIR DOC	<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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## **TITLE: MEDICAL CASE**

### **PART 1 - GENERAL INFORMATION**

#### **1.1 Requirement**

DND – Valcartier Garrison, has a requirement for the supply and delivery of sixteen medical cases in accordance with the specifications of Annex A.

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

#### **1.3 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**

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

#### **2.1.1 SACC Manual Clauses**

[Condition of Material - Bid \(2014-06-26\) B1000T](#)

[Equivalent Products \(2006-06-16\) B3000T](#)

### **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 by e-mail to the Contracting Authority [steve.simoneau@tpsgc-pwgsc.gc.ca](mailto:steve.simoneau@tpsgc-pwgsc.gc.ca), 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 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 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**

### **3.1 Bid Preparation Instructions**

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

Section I: Technical Bid (2 hard copy)

Section II: Financial Bid (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 detailed at Annex A - Statement of Requirement and how they will carry out the Work. Bidders must fill out the Annex B - Table of Mandatory Specifications.

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

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

### **3.2 Exchange Rate Fluctuation**

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

## **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**

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

- a) The bidder must fill out and include with its proposal, the table of mandatory specifications of the requirements described at Annex B.
- b) The bidder must include with its proposal the datasheets of the products offered at Annex A - Statement of Requirement and the user manual.

#### **4.1.2 Financial Evaluation**

SACC Manual Clause [A0220T](#) (2014-06-26), Evaluation of Price. The bidder must fill out and include with its proposal the Annex C - Basis of Payment.

### **4.2. Basis of Selection**

A bid must comply with the requirements of the bid solicitation including the Annex A - Statement of Requirement and meet all mandatory technical evaluation criteria of the Annex B 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 Required Precedent to Contract Award**

#### **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](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.

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## **PART 6 - RESULTING CONTRACT CLAUSES**

### **6.1 Security Requirement**

There is no security requirement applicable to this Contract.

### **6.2 Statement of Requirement**

DND – Valcartier Garrison has a requirement for the supply and delivery of sixteen medical cases in accordance with the specifications of 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>) issued by Public Works and Government Services Canada.

#### **6.3.1 General Conditions**

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

### **6.4 Delivery Date**

The requirement must be received no later than 12 weeks after contract award.

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Steve Simoneau  
Title: Supply Agent  
Public Works and Government Services Canada  
Acquisitions Branch  
Address: 1550, av d'Estimauville  
Quebec, Quebec  
G1J 0C7  
Telephone: 418-649-2816  
Facsimile: 418-648-2209  
E-mail address: [steve.simoneau@tpsgc-pwgsc.gc.ca](mailto:steve.simoneau@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.

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## 6.5.2 Technical Authority

The Technical Authority for the Contract is:

**(Will be completed by Canada at the time of contract award)**

The Technical 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

General enquiries:

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

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

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

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

Facsimile: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Delivery follow-up:

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

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

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

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

Facsimile: \_\_\_\_\_

E-mail address: \_\_\_\_\_

## 6.6 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 price, as specified in Annex C for a cost of \$ \_\_\_\_\_X\_\_\_\_\_ (*insert the amount at contract award*). FOB Destination, Customs duties are included and Applicable Taxes are extra.

### 6.2 Limitation of Price

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

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### **6.3 Single Payment**

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

## **7. Invoicing Instructions**

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.

## **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 Quebec.

## **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 (2014-06-26), General Conditions - Goods (Medium Complexity)
- (c) Annex A, Statement of Requirement;
- (d) Annex C, Basis of Payment

## **11. SACC Manual Clauses**

[Excess Goods \(2006-06-16\) B7500C](#)

**APPENDICE A**  
**STATEMENT OF REQUIREMENT**

**TITLE**

MEDICAL CASE OF 4 AND 8 DRAWERS

**CONTEXT:**

DND – Valcartier Garrison has a requirement for the supply and delivery of sixteen medical cases in accordance with the following specifications:

**ITEM 1 (Quantity: 8)**  
**4-drawer medical case**  
**Pelican 472-MEDCHEST3-4D OR Equivalent**

To be considered an equivalent product, the case must meet the following criteria.

1. The case must have the following interior dimensions:
  - a. Length: 29.75 inches,  $\pm 0.5\%$
  - b. Width: 17.87 inches,  $\pm 0.5\%$
  - c. Height: 10.80 inches,  $\pm 0.5\%$
2. The case must have the following exterior dimensions:
  - a. Length: 32.75 inches,  $\pm 0.5\%$
  - b. Width: 20.87 inches,  $\pm 0.5\%$
  - c. Height: 12.61 inches,  $\pm 0.5\%$  (excluding stacking ribs)
3. The case must have a depth (interior space) of 8.18 inches  $\pm 0.5\%$ .
4. The case must include a carrying handle.
5. The case must be made of molded fire-retardant polyethylene.
6. The case must be designed and built to be airtight and watertight.
7. The case must have a sealing ring with a depressurization valve.
8. The case must be olive drab in color.
9. The case must have at least two wheels.
10. The case must have 4 ball-bearing fully extending sliding drawers.

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**ITEM 2 (Quantity: 8)**  
**8-drawer medical case**  
**Pelican 472-MEDCHEST3-8D OR Equivalent**

To be considered an equivalent product, the case must meet the following criteria.

1. The case must have the following interior dimensions:
  - a. Drawers 1–4: 15 inches x 2.9 inches x 7.8 inches,  $\pm 0.5\%$
  - b. Drawers 5 and 6: 15 inches x 3.9 inches x 7.8 inches,  $\pm 0.5\%$
  - c. Drawers 7 and 8: 15 inches x 4.9 inches x 7.8 inches,  $\pm 0.5\%$
  
2. The case must have the following exterior dimensions:
  - a. Length: 32.75 inches,  $\pm 0.5\%$
  - b. Width: 20.87 inches,  $\pm 0.5\%$
  - c. Height: 12.61 inches,  $\pm 0.5\%$  (excluding stacking ribs)
  
3. The case must have a depth (interior space) of 8.18 inches,  $\pm 0.5\%$ .
  
4. The case must include a carrying handle.
  
5. The case must be made of molded fire-retardant polyethylene.
  
6. The case must be designed and built to be airtight and watertight.
  
7. The case must have a sealing ring with a depressurization valve.
  
8. The case must be olive drab in color.
  
9. The case must have at least two wheels.
  
10. The case must have an adjustable storage space division system
  
11. The case must have 8 ball-bearing fully extending sliding drawers.
  
12. One of the 8 drawers must be equipped with a lock.

## APPENDICE B

### TECHNICAL EVALUATION OF EQUIVALENT PRODUCT

Although all of the mandatory criteria must be met for a product to be considered equivalent, only the criteria listed below will be assessed as part of a technical evaluation.

Bids that offer an equivalent product must submit the product data sheet for confirmation that the following mandatory criteria are met.

<b>ITEM 1 (Quantity: 8) 4-drawer medical case Pelican 472- MEDCHEST3- 4D <u>OR</u> Equivalent</b>	<b>Mandatory technical criterias</b>	<b>In Accordance</b>	<b>Non- Compliant</b>	<b>Reference/ description</b>
1	The case must have the following interior dimensions: a. Length: 29.75 inches, ± 0.5% b. Width: 17.87 inches, ± 0.5% c. Height: 10.80 inches, ± 0.5%			
2	The case must have a depth (interior space) of 8.18 inches ± 0.5%.			
3	The case must be made of molded fire-retardant polyethylene.			
4	The case must have a sealing ring with a depressurization valve			

<b>ITEM 2 (Quantity: 8) 8-drawer medical case Pelican 472- MEDCHEST3- 8D OR Equivalent</b>	<b>Mandatory technical criterias</b>	<b>In Accordance</b>	<b>Non- Compliant</b>	<b>Reference/ description</b>
1	The case must have the following interior dimensions: a. Drawers 1–4: 15 inches x 2.9 inches x 7.8 inches, ± 0.5% b. Drawers 5 and 6: 15 inches x 3.9 inches x 7.8 inches, ± 0.5% c. Drawers 7 and 8: 15 inches x 4.9 inches x 7.8 inches, ± 0.5%			
2	The case must have a depth (interior space) of 8.18 inches, ± 0.5%.			
3	The case must be made of molded fire-retardant polyethylene			
4	The case must have a sealing ring with a depressurization valve.			
5	One of the 8 drawers must be equipped with a lock.			

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**APPENDICE C**  
**BASIS OF PAYMENT**

<b>Item</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit of Issue</b>	<b>Unit Price</b>	<b>Extended Price</b>
1	4-drawer medical case Pelican 472-MEDCHEST3-4D <u>OR</u> Equivalent	8	Each		
2	8-drawer medical case Pelican 472-MEDCHEST3-8D <u>OR</u> Equivalent	8	Each		