

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
PWGSC/TPSGC Acquisitions
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1
Bid Fax: (506) 851-6759

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

Title - Sujet Autoclave	
Solicitation No. - N° de l'invitation 01913-150378/A	Date 2014-12-10
Client Reference No. - N° de référence du client 01913-150378	
GETS Reference No. - N° de référence de SEAG PW-\$MCT-014-4927	
File No. - N° de dossier MCT-4-37096 (014)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-01-20	Time Zone Fuseau horaire Atlantic Standard Time AST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: MacDonald, Charline	Buyer Id - Id de l'acheteur mct014
Telephone No. - N° de téléphone (506) 851-6067 ()	FAX No. - N° de FAX (506) 851-6759
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF AGRICULTURE AND AGRI-FOOD 440 UNIVERSITY AVE CHARLOTTETOWN Prince Edward Island C1A4N6 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Solicitation No. - N° de l'invitation

01913-150378/A

Amd. No. - N° de la modif.

File No. - N° du dossier

MCT-4-37096

Buyer ID - Id de l'acheteur

mct014

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

01913-150378

CCC No./N° CCC - FMS No/ N° VME

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TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	2
1.1 REQUIREMENT - BID	2
1.2 DEBRIEFINGS	2
PART 2 - BIDDER INSTRUCTIONS.....	2
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	2
2.2 SUBMISSION OF BIDS	2
2.3 ENQUIRIES - BID SOLICITATION.....	3
2.4 APPLICABLE LAWS.....	3
PART 3 - BID PREPARATION INSTRUCTIONS.....	3
3.1 BID PREPARATION INSTRUCTIONS	3
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION.....	4
4.1 EVALUATION PROCEDURES	4
4.2 BASIS OF SELECTION	5
PART 5 - CERTIFICATIONS.....	5
5.1 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD	5
PART 6 - RESULTING CONTRACT CLAUSES.....	6
6.1 SECURITY REQUIREMENTS	6
6.2 REQUIREMENT - CONTRACT.....	6
6.3 STANDARD CLAUSES AND CONDITIONS.....	6
6.4 TERM OF CONTRACT	6
6.5 AUTHORITIES	6
6.6 PAYMENT	8
6.7 INVOICING INSTRUCTIONS	8
6.8 CERTIFICATIONS	8
6.9 APPLICABLE LAWS.....	9
6.10 PRIORITY OF DOCUMENTS	9
6.11 SACC MANUAL CLAUSES.....	9
6.12 SHIPPING INSTRUCTIONS - DELIVERY AT DESTINATION	9
ANNEX "A" - REQUIREMENT	10
ANNEX "B" - BASIS OF PAYMENT.....	16

PART 1 - GENERAL INFORMATION

1.1 Requirement - Bid

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>) 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: 120 days

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.

Due to the nature of the bid solicitation, **bids transmitted by electronic mail to PWGSC will not be accepted.**

2.2.1 Improvement of Requirement During Solicitation Period

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

2.3 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.

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 Prince Edward Island.

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 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-Policy on Green Procurement) ([http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-Policy on Green Procurement)

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.

3.1.1 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

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

Mandatory Technical Criteria as specified in Annex "A".

4.1.2 Financial Evaluation

SACC Manual Clause A0222T (2014/06/26), Evaluation of Price

4.2 Basis of Selection

SACC Reference	Section	Date
A0031T	Basis of Selection - Mandatory Technical Criteria	2010/08/16

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) 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 - Contract

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 (2014/11/27), 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:

Name: Charline MacDonald
Title: A/Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Address: 1045 Main Street, Unit 108
Moncton, New Brunswick
E1C 1H1

Telephone: (506) 851-6067
Facsimile: (506) 851-6759
E-mail address: Charline.MacDonald@pwgsc-tpsgc.gc.ca

Solicitation No. - N° de l'invitation
01913-150378/A
Client Ref. No. - N° de réf. du client
01913-150378

Amd. No. - N° de la modif.
File No. - N° du dossier
01913-150378

Buyer ID - Id de l'acheteur
mct014
CCC No./N° CCC - FMS No./N° VME

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.

6.5.2 Project Authority

The Project Authority for the Contract is:

Details will be provided in any resulting contract

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.

6.5.3 Contractor's Representative (bidder please complete)

Name: _____
Title: _____
Organization: _____
Address: _____
Telephone: _____
Facsimile: _____
E-mail: _____

6.6 Payment

6.6.1 Basis of Payment

Basis of Payment - Firm Lot Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex "B", Basis of Payment. 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 Limitation of Price

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

6.6.3 Terms of Payment

SACC Manual clause H1000C (2008/05/12) Single Payment

6.6.4 SACC Manual Clauses

SACC Reference	Section	Date
C2000C	Taxes - Foreign-based Contractor	2007/11/30

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.

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.

Solicitation No. - N° de l'invitation
01913-150378/A
Client Ref. No. - N° de réf. du client
01913-150378

Amd. No. - N° de la modif.
File No. - N° du dossier
01913-150378

Buyer ID - Id de l'acheteur
mct014
CCC No./N° CCC - FMS No./N° VME

6.9 Applicable Laws

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

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 (2014/11/27), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment; and
- (e) the Contractor's bid dated _____.

6.11 SACC Manual Clauses

SACC Reference	Section	Date
A9068C	Government Site Regulations	2010/01/11
B1501C	Electrical Equipment	2006/06/16
B7500C	Excess Goods	2006/06/16
G1005C	Insurance	2008/05/12

6.12 Shipping Instructions - Delivery at Destination

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

Delivered Duty Paid (DDP) (Agriculture and Agri-Food Canada, 440 University Avenue, Charlottetown, Prince Edward Island) Incoterms 2000 for shipments from a commercial contractor.

ANNEX "A" - REQUIREMENT

MANDATORY REQUIREMENTS:

Bids MUST meet the mandatory requirements specified below. To demonstrate that all requirements of the technical specifications are respected, bidders MUST respond with complete specifications and/or descriptive literature of the equipment being offered.

The complete specifications and/or descriptive literature should be submitted with the proposal but may be submitted afterwards. If the complete specifications and/or descriptive literature are not submitted with the proposal, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet this 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.

Any proposal which fails to meet all mandatory specifications and requirements will be deemed non-responsive. Each requirement should be addressed separately.

Any changes to the requirement and/or questions will be answered with an amendment to the solicitation and posted on the Government Electronic Tendering System (GETS) at www.buyandsell.gc.ca.

Technical Specifications for Autoclave:

Technical Specifications		Comply Yes/No	Supplier's Cross Reference to Technical Offer (indicate page #)	Supplier Comments:
	CHAMBER			
1	20-24" wide			
2	20-24" high			
3	30-38" deep			
4	Construction: Stainless Steel chamber and jacket			
5	Two full racks			
6	Bottom of chamber between 2'8" and 3'4" from floor			
7	Rack and shelves are to be easily removed for cleaning			
8	Shelves extendable			

Solicitation No. - N° de l'invitation
01913-150378/A
Client Ref. No. - N° de réf. du client
01913-150378

Amd. No. - N° de la modif.
File No. - N° du dossier
01913-150378

Buyer ID - Id de l'acheteur
mct014
CCC No./N° CCC - FMS No./N° VME

Technical Specifications		Comply Yes/No	Supplier's Cross Reference to Technical Offer (indicate page #)	Supplier Comments:
	JACKET AND INTERNAL BAFFLE			
9	Constructed of stainless steel			
	CABINET			
10	Side panels to be removable			
11	Front panels to be either hinged or removable			
12	All panels to be stainless steel construction			
	DOOR AND SEAL			
13	Power door, sliding (manual door capability)			
14	Recessed single door mounting			
15	Door not close if any obstruction			
	SITE REQUIREMENTS			
16	Must fit through door to allow for ease of installation (<87 cm W x <207 cm H)			
17	Water supply (note RO unit below)			
18	Drain			

Solicitation No. - N° de l'invitation
01913-150378/A
Client Ref. No. - N° de réf. du client
01913-150378

Amd. No. - N° de la modif.
File No. - N° du dossier
01913-150378

Buyer ID - Id de l'acheteur
mct014
CCC No./N° CCC - FMS No./N° VME

Technical Specifications		Comply Yes/No	Supplier's Cross Reference to Technical Offer (indicate page #)	Supplier Comments:
	STEAM GENERATOR			
19	208 Volt three phase configuration required			
20	Operation/Controls of the steam generator to be integrated with main controller so as to be automatically turned on and off with the controls for the autoclave, included manual override.			
	CONTROL PACKAGE			
21	Must have gravity, vacuum, liquid and a vacuum leak test cycles			
22	Integrated printer to record cycle information			
23	Controls to be microprocessor based			
24	Interface to allow operator to check cycle status and conditions			
25	Show jacket and chamber pressures and temperatures			
26	Analog gauges for both temperature and pressure			
27	Control Panel located on front of unit			
28	Control cycles and setting adjustable, beyond preprogrammed normal cycles			

Solicitation No. - N° de l'invitation
01913-150378/A
Client Ref. No. - N° de réf. du client
01913-150378

Amd. No. - N° de la modif.
File No. - N° du dossier
01913-150378

Buyer ID - Id de l'acheteur
mct014
CCC No./N° CCC - FMS No./N° VME

Technical Specifications		Comply Yes/No	Supplier's Cross Reference to Technical Offer (indicate page #)	Supplier Comments:
29	Temperature ranges of 100C to 135C, minimum range			
30	Default factor set cycles with 121C base temperature and 30 minute exposure and 30 minute dry time for use with solids, plus test cycle of lower duration			
31	Liquid exhaust cycle controlled for linear and consistent cool down of liquids, programmable			
	Safety and other features			
32	Lock to prevent steam entering chamber if door not sealed			
33	Steam safety relief valves			
34	Abort alerts with warning messages and instruction prior to reopening			
35	If door fails, gasket will blow out and baffle redirects steam away from where user may be working			
36	Water level alarms if problem levels encountered			

Solicitation No. - N° de l'invitation
01913-150378/A
Client Ref. No. - N° de réf. du client
01913-150378

Amd. No. - N° de la modif.
File No. - N° du dossier
01913-150378

Buyer ID - Id de l'acheteur
mct014
CCC No./N° CCC - FMS No./N° VME

Technical Specifications		Comply Yes/No	Supplier's Cross Reference to Technical Offer (indicate page #)	Supplier Comments:
37	Heat guards or insulation in areas where users routinely may contact (i.e. such as door)			
	MAINTENANCE AND OPERATORS MANUALS			
38	Supply two complete sets			
	TRAINING			
39	On-site orientation/training must be delivered within the first 60 days after unit has been commissioned			
	MANUFACTURER			
40	Must be ISO certified			
	CERTIFICATIONS			
41	CSA certification or equivalent for installation in Canada			
	Essential external components			
42	Must have a compatible RO water system to reduce scaling in the boiler included in the cost (minimum 500 L per day capacity)			
	INSTALLATION			
43	Contractor is to coordinate installation with the owner representative and be responsible for installation			
44	Installation must be included in cost			

Solicitation No. - N° de l'invitation
01913-150378/A
Client Ref. No. - N° de réf. du client
01913-150378

Amd. No. - N° de la modif.
File No. - N° du dossier
01913-150378

Buyer ID - Id de l'acheteur
mct014
CCC No./N° CCC - FMS No./N° VME

Technical Specifications		Comply Yes/No	Supplier's Cross Reference to Technical Offer (indicate page #)	Supplier Comments:
45	Transportation must be included in cost			
	WARRANTY			
46	Provide one year complete, on-site, labour, parts and material warranty of all parts			
47	Provide one additional year of warranty on all parts and controls associated with the steam generator			
	DELIVERY			
48	All the deliverables MUST be received on or before March 31, 2015.			

Solicitation No. - N° de l'invitation
01913-150378/A
Client Ref. No. - N° de réf. du client
01913-150378

Amd. No. - N° de la modif.
File No. - N° du dossier
01913-150378

Buyer ID - Id de l'acheteur
mct014
CCC No./N° CCC - FMS No./N° VME

ANNEX "B" - BASIS OF PAYMENT

Item No.	Description	Unit of Issue	Quantity	Unit Price*	Extended Price
1	For the supply, delivery, installation and on-site orientation/training of an Autoclave as per the Requirement at Annex "A".*	Lot	1	\$ _____	\$ _____
Total					\$ _____
					Applicable Taxes extra

* Note: Unit Price **MUST** include **ALL** charges.