

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
Government of Canada Building
101 - 22nd Street East, Suite 110
Saskatoon
Sask.
S7K 0E1
Bid Fax: (306) 975-5397

**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 Tractor	
Solicitation No. - N° de l'invitation 01586-140479/A	Date 2014-12-15
Client Reference No. - N° de référence du client 01586-140479	
GETS Reference No. - N° de référence de SEAG PW-\$STN-197-4746	
File No. - N° de dossier STN-4-37053 (197)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-01-26	
Time Zone Fuseau horaire Central Standard Time CST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Holt, Judy	Buyer Id - Id de l'acheteur stn197
Telephone No. - N° de téléphone (306) 241-6148 ()	FAX No. - N° de FAX (306) 975-5397
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF AGRICULTURE AND AGRI-FOOD 5403-1 AVE S. P.O.BOX 3000 MAIN LETHBRIDGE Alberta T1J4B1 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/Réception
des soumissions Travaux publics et Services
gouvernementaux Canada
Government of Canada Building
101 - 22nd Street East
Suite 110
Saskatoon
Saskatche
S7K 0E1

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

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File No. - N° du dossier

STN-4-37053

Buyer ID - Id de l'acheteur

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PART 1 - GENERAL INFORMATION

1.1 Requirement

The requirement is detailed under Article 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.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 15 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 Saskatchewan.

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 (1 hard copy)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

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

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

To be considered responsive, a bid must meet all the specifications in Annex "A". Failure to meet the specifications in Annex "A" will render your submission non-responsive and it will be given no further consideration.

4.1.2 Financial Evaluation

SACC Manual Clause A0222T (2014-06-26), Evaluation of Price – Canadian/Foreign Bidders

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria

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.

Lowest evaluated price = Unit price of Item #1

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

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>) 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 31 March 2015**.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Judy Holt
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch - Western Directorate
#110 - 101 , 22nd Street East
Saskatoon, SK S7K 0E1
Telephone: (306) 241-6148 Facsimile: (306) 975-5397

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E-mail address: judy.holt@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.

6.5.2 Project Authority

The Project Authority for the Contract is:

To be Determined

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: _____

Title: _____

Telephone : _____

Facsimile: _____

E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

See Annex B

6.6.2 Optional Goods or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex B of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before March 31, 2015 by sending a written notice to the Contractor.

6.6.3 Limitation of Price

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

6.6.4 Single Payment

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

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.

(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.

6.9 Applicable Laws

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

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), Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment
- (e) the Contractor's bid dated _____

6.11 SACC Manual Clauses

SACC Manual clause B1501 (2006-06-16) Electrical Equipment

SACC Manual clause B7500 (2006-06-16) Excess Goods

SACC Manual clause C2000C (2007-11-30) Taxes – Foreign-based Contractor

SACC Manual clause C2605C (2008-05-12) Customs Duties and SalesTax – Foreign-based Contractor

SACC Manual clause G1005C (2008-05-12) Insurance

ANNEX "A" - REQUIREMENT

Agriculture and Agri-Food Canada, Lethbridge Research Centre, Lethbridge, AB has a requirement for the supply and delivery of one (1) tractor as detailed herein.

In addition to completion of specification checklist below, technical proof for specification(s) may be required prior to tractor purchase.

SPECIFICATION	MET	NOT MET
1. ENGINE .1 Diesel, 3 or more cylinders, water cooled .2 Minimum 55 hp at P.T.O AND minimum 60 gross hp	_____ _____	_____ _____
2. P.T.O. .1 540 R.P.M. at set engine speed .2 Shielded with a plate to prevent operator injury .3 Independent of clutch	_____ _____ _____	_____ _____ _____
3. TRANSMISSION .1 Non clutching steering column mounted forward/reverse/neutral shifter .2 Minimum of 12 forward and 12 reverse gears .3 Synchronized transmission (ability to engage clutch and shift while moving) within a range .1 i.e. A minimum of four synchronized shifts within each of low, medium and high range .4 Mechanical front wheel drive/front wheel assist (i.e. 4 wheel drive) .5 The tractor must be capable of travelling at a minimum top speed of 20mph, ie when travelling on a highway .6 Foot Throttle	_____ _____ _____ _____ _____ _____	_____ _____ _____ _____ _____ _____
4. HYDRAULICS .1 Three rear mounted hydraulic remotes .1 one must be detent (i.e. constant hydraulic flow to allow raising and lowering of implements by independent operator) .2 two others must be open centre double acting .2 Power steering	_____ _____ _____	_____ _____ _____
5. 3 POINT HITCH .1 Category I and II .2 (load) sensing .3 Adjustable center arm .4 Telescoping stabilizers .5 Flexible link (allows stabilizers to be moved in and out) .6 Minimum lift capacity of 3000lbs at 24" behind the hitch balls	_____ _____ _____ _____ _____ _____	_____ _____ _____ _____ _____ _____

6. DRAW BAR .1 Universal swinging with hammer strap	___	___
7. ELECTRICAL .1 12 volt system .2 Lights for field and road .1 Headlights .2 Hazard lights .3 Spot lights on rear of tractor .4 Signal lights .3 12 volt power outlet in cab	___ ___ ___ ___ ___ ___ ___	___ ___ ___ ___ ___ ___ ___
8. INSTRUMENTATION .1 Speedometer .2 Tachometer .3 Hour and fuel meter .4 Temperature gauge	___ ___ ___ ___	___ ___ ___ ___
9. TRACTOR WIDTH .1 Maximum width of 76" from outside of tires.-Tires may be adjustable on the axles to meet the 76" measurement.	___	___
10. TRACTOR WHEELBASE .1 Maximum length of 155" from front tires to 3 point hitch in horizontal position	___	___
11. TIRES .1 Radial agricultural (standard specification) .2 Calcium chloride in rear tires	___ ___	___ ___
12. MISCELLANEOUS .1 Front weight mounting bracket with a minimum of 500lbs of weights attached. .2 Tool box .3 AM/FM Radio .4 Left and right hand steps .5 Block heater	___ ___ ___ ___ ___	___ ___ ___ ___ ___
13. SAFETY FEATURES .1 Factory mounted sealed cab .2 Charcoal filter system (for spraying) .3 Cab heater and air conditioning .4 Rearview mirror .5 Telescoping sideview mirrors .6 Front and rear windshield wipers and washer .7 Attached slow moving vehicle sign	___ ___ ___ ___ ___ ___ ___	___ ___ ___ ___ ___ ___ ___
14. SERVICING .1 Corporate service must be available within a 50 km radius of the Lethbridge Research Centre for duration of the warranty period. .2 Minimum one year parts and labour factory warranty .3 Must include operator, and parts and service manuals	___ ___ ___	___ ___ ___

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15. DELIVERY DATE .1 Tractor must be delivered by March 31, 2015	___	___
16. OPTIONAL ITEMS (MUST BE PRICED BY ITEM) .1 Air ride seat .2 On site warranty work for the warranty period .3 Supply loaner tractor if purchased tractor becomes inoperable during the warranty period .4 Extended warranty for up to 5 years .5 Adjustable and foldable arm rests for seat	___ ___ ___ ___ ___	___ ___ ___ ___ ___

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ANNEX "B" – BASIS OF PAYMENT
(All prices are GST extra, FOB Destination)

1) One (1) Tractor as detailed in Annex A, Requirement \$ _____/each

Make and Model Offered: _____

Optional Goods and/or Services:

a) Air ride seat \$ _____/each

b) On site warranty work
for the warranty period \$ _____/lot

c) Supply loaner tractor if
purchased tractor becomes
inoperable during warranty \$ _____/lot
period

d) Extended warranty for up \$ _____/lot
to five years

e) Adjustable and foldable arm
rests for seat \$ _____/lot