



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

Bid Receiving/Réception des sousmissions
RCMP - F Division
Procurement & Contracting Services
c/o Commissionaires, F Division
6101 Dewdney Ave
Regina, SK S4P 3K7

Fax No. - N° de FAX:
(306) 780-3466

**REQUEST FOR
PROPOSAL**

**DEMANDE DE
PROPOSITION**

Proposal to: Royal Canadian Mounted Police

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 : Gendarmerie royale du 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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments: - Commentaries :

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

Title – Sujet: Skid Steer		Date December 18, 2014
Solicitation No. – N° de l'invitation M5000-5-3052/A		
Client Reference No. - No. De Référence du Client PW-14-00665357		
Solicitation Closes – L'invitation prend fin		
At /à :	2 :00 pm	Central Standard Time (CST)
On / le :	January 28, 2014	
Incoterms 2000 "DDP Delivered Duty Paid" See herein — Voir aux présentes	GST – TPS See herein — Voir aux présentes	Duty – Droits See herein — Voir aux présentes
Destination of Goods and Services – Destinations des biens et services See herein — Voir aux présentes		
Instructions See herein — Voir aux présentes		
Address Inquiries to – Adresser toute demande de renseignements à Teresa Hengen		
Telephone No. – No. de téléphone 306-780-8179	Facsimile No. – No. de télécopieur 306-780-3346	
Delivery Required – Livraison exigée See herein — Voir aux présentes	Delivery Offered – Livraison proposée See Herein Voir aux présentes	
Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:		
Telephone No. – No. de téléphone	Facsimile No. – No. 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	



TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Security Requirement
2. Statement of Requirement
3. Debriefings
4. Procurement Ombudsman

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Enquiries - Bid Solicitation
4. Applicable Laws

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection
3. Security Requirement

PART 5 - CERTIFICATIONS

1. Mandatory Certifications Required Precedent to Contract Award
2. Additional Certifications Precedent to Contract Award

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement
2. Statement of Requirement
3. Standard Clauses and Conditions
4. Term of Contract
5. Authorities
6. Proactive Disclosure of Contracts with Former Public Servants
7. Payment
8. Invoicing Instructions
9. Certifications
10. Applicable Laws
11. Priority of Documents
12. Procurement Ombudsman
13. Delivery and Unloading
14. Shipping Instructions - Delivered Duty Paid
15. SACC Manual Clauses

List of Annexes:

- | | |
|---------|----------------------------------|
| Annex A | Statement of Requirement |
| Annex B | Basis of Payment |
| Annex C | Security Requirements Check List |
| Annex D | Mandatory Technical Criteria |



PART 1 - GENERAL INFORMATION

1. Security Requirement

There is a security requirement associated with the requirement. For additional information, consult Part 4 - Evaluation Procedures and Basis of Selection, and Part 6 - Resulting Contract Clauses.

2. Statement of Requirement

To supply, deliver, offload, and provide servicing for one (1) new (most current manufacturer model year in production at time of bid closing) skid steer to the Royal Canadian Mounted Police Academy, Depot Division, located in Regina, Saskatchewan, in accordance with the requirements specifications, terms and conditions detailed herein as per Annex A, Statement of Requirement.

3. 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.

4. Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca. You can also obtain more information on the OPO services available to you at their website at www.opo-boa.gc.ca.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Section 01 – Code of Conduct and Certification – Bid of 2003 referenced above is amended as follows:

Delete subsection 1.4 and 1.5 in their entirety.



Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days
Insert: ninety (90) days

1.1 SACC Manual Clauses

B1000T (2007-11-30) Condition of Materials

2. Submission of Bids

Bids must be submitted only to RCMP 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 RCMP will not be accepted.

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 questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. Applicable Laws

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

1. Bid Preparation Instructions

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

Section I: Technical Bid (two hard copies)

Section II: Financial Bid (one hard copy)

Section III: Certifications (one 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. Refer to Annex D, Mandatory Technical Criteria.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with Annex B, Basis of Payment. The total amount of Applicable Taxes must not be included.

1.1 Exchange Rate Fluctuation

C3011T (2010-01-11), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Refer to Annex D, Mandatory Technical Criteria

1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, Incoterms 2000 "DDP Delivered Duty Paid", Canadian customs duties and excise taxes included.

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.



3. Security Requirement

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid security clearance as indicated in Part 6 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 6 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the [Departmental Standard Procurement Documents](#) Website.

PART 5 - CERTIFICATIONS

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

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

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

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in compliance with the provisions as stated in the Standard Instructions identified in this solicitation. The related documentation therein required will assist Canada in confirming that the certifications are true.

1.2 Federal Contractors Program for Employment Equity - Bid Certification

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

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of contract award.



2. Additional 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 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.

2.1 Former Public Servant Certification

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "*former public servant*" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"*lump sum payment period*" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"*pension*" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).



Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** () **No** ()

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

- 1.1 The following security requirement (Security Requirement Checklist at Annex C and related clauses) applies and form part of the Contract.

The contractor is required to have all persons working on site to be security cleared at the level of Facility Access with Escort as verified by the Personal Security Unit (PSU) of the Royal Canadian Mounted Police (RCMP).

The contractor SHALL NOT remove or make copies of any DESIGNATED or CLASSIFIED information or assets from the identified work site(s).

2. Statement of Requirement

To supply, deliver, offload, and provide servicing for one (1) new (most current manufacturer model year in production at time of bid closing) skid steer to the Royal Canadian Mounted Police Academy, Depot Division, located in Regina, Saskatchewan, in accordance with the requirements specifications, terms and conditions detailed herein as per Annex A, Statement of Requirement.

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.

Revision to Departmental Name: As this contract is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.



3.1 General Conditions

2010A (2013-06-01), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Section 09 – Warranty – Contract of 2010A referenced above is amended as follows:

The warranty period will be sixty (60) months after delivery and acceptance of the skid steer or the Contractor's or manufacturer's standard warranty period, whichever is longer.

All other provisions of the warranty section remain in effect.

Section 29 - Code of Conduct and Certifications - Contract of 2010A referenced above is amended as follows:

Delete subsection 29.4 in its entirety.

4. Term of Contract

4.1 Delivery Date

While delivery is requested to be within six (6) weeks from award of contract, the best delivery that could be offered is _____, but no later than March 27th, 2015.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Teresa Hengen
Procurement Officer
Royal Canadian Mounted Police
Corporate Management Branch
5600 - 11th Ave
Regina, SK S4P 3J7
Telephone: 306-780-8179/Facsimile: 306-780-3466

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.

5.2 Project Authority

The Project Authority for the Contract is: *(to be completed upon award)*

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.

5.3 Contractor's Representative (to be completed upon award)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone : ____ _

Facsimile: ____ _

E-mail address: _____

6. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

7. Payment

7.1 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 price, as specified in Annex B, Basis of Payment for a cost of \$ _____ (insert the amount at contract award). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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.

7.2 Limitation of Price

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

7.3 Single Payment

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

8. 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.

9. Certifications

9.1 Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not



comply with any certification, provide the related documentation or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

10. Applicable Laws

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

11. 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 (2013-06-01) - Goods (Medium Complexity);
- (c) Annex A, Statement of Requirement;
- (d) Annex B, Basis of Payment
- (e) Annex C, Security Requirements Check List;
- (g) the Contractor's bid dated _____.

12. Procurement Ombudsman

12.1 Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties, to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term or condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.gc.ca.

12.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by [*the supplier or the contractor or the name of the entity awarded this contract*] respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

13. Delivery and Unloading

1. Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility.
2. When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel.



14. Shipping Instructions - Delivered Duty Paid

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

One skid steer, Incoterms 2000 "DDP Delivered Duty Paid", to Depot Division, 5600-11th Ave, Regina, Saskatchewan including all delivery charges and customs duties and taxes.

Suppliers are encouraged to:

- Minimize packaging
- Include recycled content in packaging;
- Re-use packaging;
- Reduce/eliminate toxics in packaging.

15. SACC Manual Clauses

B7500C (2006-06-16) Excess Goods

G1005C (2008-05-12) Insurance



Annex A
Statement of Requirement

To supply, deliver, offload, and provide servicing for one (1) new (most current manufacturer model year in production at time of bid closing) skid steer to the Royal Canadian Mounted Police Academy, Depot Division, located in Regina, Saskatchewan, in accordance with the requirements specifications, terms and conditions detailed herein.

The skid steer must have the following specifications:

1.	General
2.	Be the most current manufacturer model year in production at bid closing with all the latest standard features
3.	Meet all Society of Automotive Engineers (SAE), Occupational Safety & Health Administration (OHSA) and Environmental Protection Agency (EPA) standards and requirements in effect on the date of the bid closing
4.	Lead free paint
5.	Have the ability to operate existing accessories: 68" angle broom; Model 72 sweeper; LT313 trencher; 15C auger; BH 6000 backhoe arm; BB1 bucket bagger
6.	Engine
7.	Four cylinder, turbocharged diesel engine, 65 HP - minimum
8.	Winterized engine including block heat and glow plugs
9.	Winter/summer fan
10.	Anti-freeze/coolant to -35 C
11.	Electrical
12.	12 volt battery, 650 CCA – minimum
13.	65 ampere alternator
14.	Back up alarm
15.	Front and rear halogen work light to illuminate the work area-minimum of one front and rear
16.	Front and rear directional signals
17.	Drive train/transmission
18.	Fully Hydrostatic
19.	Two speed transmission
20.	Four wheel drive
21.	Two lever hand drive controls
22.	Guards - crankcase, power train
23.	Hydraulics
24.	Standard pump flow not less than 15 GAM – minimum
25.	Auxiliary hydraulics with quick couplers
26.	Hydraulic oil cooler – heavy duty
27.	Brakes
28.	Spring applied park brake, and can be either air or hydraulically released
29.	Tires
30.	Tires for the model being offered: -one set for summer conditions-high performance all purpose - one set of winter snow tires



31.	Fuel Capacity
32.	60 litre diesel fuel tank – minimum
33.	Cab
34.	Winter cab with heater, defrost and air conditioning
35.	Front wiper
36.	Sliding side windows
37.	Rotating or strobe light on swivel mount
38.	Seat bar or similar to restrict loader operation when not in use
39.	Fully enclosed, standard cab equipped with Canadian Standards Association (CSA) approved roll over protection structure (ROPS).
40.	Full-length grab handle for easy entry and exit – to be on the side that the door latches on but maybe on both sides of cab
41.	Door – hinged entry door which swings open from side or front on hinges
42.	Interior light
43.	Operator Environment
44.	System monitored by warning lights in the operator’s line of sight or alarms or both.
45.	These systems in the operator’s line of sight: hour meter, engine coolant; hydraulic oil pressure; hydraulic filter condition, hydraulic oil temp; battery condition, engine oil pressure; fuel level; transmission, air filter restriction indicator.
46.	Hand controls to operate the unit (foot controls can be included but are optional)
47.	Horn
48.	Retractable seat belt
49.	Attachments
50.	Quick coupler attachment for accessories
51.	Self-leveling bucket
52.	Lift path: vertical
53.	Low Profile Bucket
54.	Size rated for the model being offered
55.	Smooth edge
56.	Bolt-on cutting edge
57.	Industrial Grapple
58.	Size rated for the model being offered
59.	Replaceable cutting edge on bucket grapples
60.	Open grapple design
61.	Greaseable pivot points
62.	Pallet Fork
63.	Heavy duty forks – 48” in length - minimum
64.	Two (2) forks tines – each tine 4” wide; 1.5” thickness - minimum
65.	Transport up to 200 lbs - minimum
66.	Snow Pusher
67.	Slim brace design for reduced material build-up
68.	Adjustable and replaceable carbide shoes
69.	Dura-blade rubber edge (mounted fixed)
70.	Size rated for the model being offered



71.	Pre-Delivery Inspection
72.	Pre-Delivery Inspection-Fully assembled, adjusted with all specified equipment and ready for operation as per industry standard.
73.	Manuals and Literature
74.	Two (2) sets of operational manuals – hard copy in English
75.	Two (2) sets of maintenance manuals – hard copy in English
76.	Two (2) sets of parts manuals –hard copy in English
77.	One (1) copy of warranty-hard copy in English
78.	Service
79.	Warranty, non-warranty maintenance and after sales service must be performed within a 100 kilometer radius from the delivery location by an authorized representative. The authorized representative must begin the repair service within 4 hours of notification, either on site or at a service facility. The authorized representative must have ready access to regular maintenance and servicing parts and able to access all other parts not normally stocked from an authorized parts dealer.
80.	Warranty
81.	The warranty period will be sixty (60) months after delivery and acceptance of the unit or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer. The warranty will be full machine, industry standard warranty administered through the contractor's organization. All costs related to warranty work must be included in price, non-warranty maintenance and after sales service are to be charged separately.
82.	Training
83.	Training must be provided in English for a minimum of eight hours on the operation and maintenance of the unit to the level of knowledge, skills and ability that, when applied, will allow personnel to operate and maintain the equipment safely and in the manner intended by the manufacturer, training to take place at Depot Division, Regina, Saskatchewan within two (2) weeks after delivery of the unit. Training to be scheduled with the Project Authority.



**ANNEX B
Basis of Payment**

Firm unit prices, in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax is extra, Incoterms 2000 "DDP Delivered Duty Paid", off-loading charges, Canadian customs duties and excise taxes included.

Description	Quantity	Unit of Issue	Price per Unit
a) Skid Steer, in accordance with Annex A to be shipped to Regina, Saskatchewan	1	Each	\$_____

Manufacturer: _____

Model: _____

Year: _____



ANNEX C
Security Requirement Checklist
(attached as a separate document)



ANNEX D
Mandatory Technical Criteria

Bidders must indicate whether or not they comply with the mandatory specifications. Bidders must include two (2) copies of descriptive literature of the make and model of the items offered in sufficient detail to clearly indicate compliance with each of the individual requirements in the specifications and cross reference where this specification is located within the descriptive literature.

Where weight, dimensions or other characteristics are shown as approximate, minimum or maximum, the bidder must indicate the manufacturer's figures.

The Royal Canadian Mounted Police is under no obligation to seek clarification of the bid(s) or the supporting technical documentation provided.

Failure to meet any of the following specifications will render your proposal non-complaint and will be given no further consideration.

The skid steer must have the following specifications:

Specifications		Compliance		Comment(s)/ Cross Reference
		Yes	No	
1.	General			
2.	Be the most current manufacturer model year in production at bid closing with all the latest standard features			
3.	Meet all Society of Automotive Engineers (SAE), Occupational Safety & Health Administration (OHSA) and Environmental Protection Agency (EPA) standards and requirements in effect on the date of the bid closing			
4.	Lead free paint			
5.	Have the ability to operate existing accessories: 68" angle broom; Model 72 sweeper; LT313 trencher; 15C auger; BH 6000 backhoe arm; BB1 bucket bagger			
6.	Engine			
7.	Four cylinder, turbocharged diesel engine, 65 HP - minimum			
8.	Winterized engine including block heat and glow plugs			
9.	Winter/summer fan			
10.	Anti-freeze/coolant to -35 C			
11.	Electrical			
12.	12 volt battery, 650 CCA – minimum			
13.	65 ampere alternator			
14.	Back up alarm			
15.	Front and rear halogen work light to illuminate the work area-minimum of one front and rear			
16.	Front and rear directional signals			



17.	Drive train/transmission			
18.	Fully Hydrostatic			
19.	Two speed transmission			
20.	Four wheel drive			
21.	Two lever hand drive controls			
22.	Guards - crankcase, power train			
23.	Hydraulics			
24.	Standard pump flow not less than 15 GAM – minimum			
25.	Auxiliary hydraulics with quick couplers			
26.	Hydraulic oil cooler – heavy duty			
27.	Brakes			
28.	Spring applied park brake, and can be either air or hydraulically released			
29.	Tires			
30.	Tires for the model being offered: -one set for summer conditions-high performance all purpose - one set of winter snow tires			
31.	Fuel Capacity			
32.	60 litre diesel fuel tank – minimum			
33.	Cab			
34.	Winter cab with heater, defroster and air conditioning			
35.	Front wiper			
36.	Sliding side windows			
37.	Rotating or strobe light on swivel mount			
38.	Seat bar or similar to restrict loader operation when not in use			
39.	Fully enclosed, standard cab equipped with Canadian Standards Association (CSA) approved roll over protection structure (ROPS).			
40.	Full-length grab handle for easy entry and exit – to be on the side that the door latches on but maybe on both sides of cab			
41.	Door – hinged entry door which swings open from side or front on hinges			
42.	Interior light			
43.	Operator Environment			
44.	System monitored by warning lights in the operator's line of sight or alarms or both.			
45.	These systems in the operator's line of sight: hour meter, engine coolant; hydraulic oil pressure; hydraulic filter condition, hydraulic oil temp; battery condition, engine oil pressure; fuel level; transmission, air filter restriction indicator.			
46.	Hand controls to operate the unit (foot controls can			



	be included but are optional)			
47.	Horn			
48.	Retractable seat belt			
49.	Attachments			
50.	Quick coupler attachment for accessories			
51.	Self-leveling bucket			
52.	Lift path: vertical			
53.	Low Profile Bucket			
54.	Size rated for the model being offered			
55.	Smooth edge			
56.	Bolt-on cutting edge			
57.	Industrial Grapple			
58.	Size rated for the model being offered			
59.	Replaceable cutting edge on bucket grapples			
60.	Open grapple design			
61.	Greaseable pivot points			
62.	Pallet Fork			
63.	Heavy duty forks – 48” in length - minimum			
64.	Two (2) forks tines – each tine 4” wide; 1.5” thickness - minimum			
65.	Transport up to 200 lbs - minimum			
66.	Snow Pusher			
67.	Slim brace design for reduced material build-up			
68.	Adjustable and replaceable carbide shoes			
69.	Dura-blade rubber edge (mounted fixed)			
70.	Eight (8)’ or size rated for the current model			
71.	Pre-Delivery Inspection			
72.	Pre-Delivery Inspection-Fully assembled, adjusted with all specified equipment and ready for operation as per industry standard.			
73.	Manuals and Literature			
74.	Two (2) sets of operational manuals – hard copy in English			
75.	Two (2) sets of maintenance manuals – hard copy in English			
76.	Two (2) sets of parts manuals –hard copy in English			
77.	One (1) copy of warranty-hard copy in English			



78.	Service			
79.	Warranty, non-warranty maintenance and after sales service must be performed within a 100 kilometer radius from the delivery location by an authorized representative. The authorized representative must begin the repair service within 4 hours of notification, either on site or at a service facility. The authorized representative must have ready access to regular maintenance and servicing parts and able to access all other parts not normally stocked from an authorized parts dealer.			Distance between the delivery location and the authorized representative: _____km Name: _____ Address: _____ _____ _____ Telephone: _____