

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

**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**  
**11 Laurier St. / 11, rue Laurier**  
**Place du Portage, Phase III**  
**Core 0B2 / Noyau 0B2**  
**Gatineau, Québec K1A 0S5**  
**Bid Fax: (819) 997-9776**

**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> INSULATED STRUCTURES	
<b>Solicitation No. - N° de l'invitation</b> W8476-155229/A	<b>Date</b> 2014-12-23
<b>Client Reference No. - N° de référence du client</b> W8476-155229	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HL-657-66436	
<b>File No. - N° de dossier</b> hl657.W8476-155229	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-02</b>	<b>Time Zone Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input checked="" type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Turner, Louie	<b>Buyer Id - Id de l'acheteur</b> hl657
<b>Telephone No. - N° de téléphone</b> (819) 956-3975 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5227
<b>Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**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**

Fuel & Construction Products Division  
11 Laurier St./11, rue Laurier  
7A2, Place du Portage, Phase III  
Gatineau, Québec K1A 0S5

<b>Delivery Required - Livraison exigée</b> 2015-03-27	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>          <b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>          <b>Signature</b>          <b>Date</b>	



Destination Code - Code destinataire	Destination Address - Adresse de la destination	Invoice Code - Code bur.-comptable	Invoice Address - Adresse de facturation
D - 1	25 DAFC MONTREAL DET LAVAL 185 BELLEROSE OUEST LAVAL QC H7L 6A1 CANADA	W8476	DEPARTMENT OF NATIONAL DEFENCE 101 COLONEL BY DR. ATT: D. WRIGHT DLP 3-4-6 OTTAWA Ontario K1A0K2 Canada



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM Destination		Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	INSULATED STRUCTURES AS PER SPECIFICATIONS DETAILED IN ANNEX "A "	D - 1	W8476	2	Each	XXXXXXXXXXXX	\$		2015-03-27	

Solicitation No. - N° de l'invitation

W8476-155229/A

Amd. No. - N° de la modif.

File No. - N° du dossier

hl657W8476-155229

Buyer ID - Id de l'acheteur

hl657

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

W8476-155229

CCC No./N° CCC - FMS No/ N° VME

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security requirement applicable to this Contract.

### **1.2 Requirement - Bid**

The requirement is detailed under the "Line Item Detail".

### **1.3 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 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: 90 days

### 2.2 SACC Manual Clauses

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
B1006T	Condition of Material - Department of National Defence	2011-05-16

#### 2.2.1 Subject To Prior Sale

SUBMISSION OF FIRM DELIVERY IS MANDATORY, THEREFORE IF A PROPOSAL IS MARKED "SUBJECT TO PRIOR SALE" OR IF YOUR PROPOSAL DOES NOT CONFORM TO THE BID VALIDITY PERIOD EXPRESSED HEREIN, YOUR BID WILL BE CONSIDERED NON RESPONSIVE.

#### 2.2.2 Units of Issue

SUPPLIERS ARE TO PAY PARTICULAR ATTENTION TO THE UNITS OF ISSUE SPECIFIED. IF QUOTING OTHER THAN SPECIFIED PLEASE INDICATE THE UNIT OF ISSUE YOU ARE QUOTING ON.

### 2.3 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.

## **2.4 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.

## **2.5 Applicable Laws**

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

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.

## **2.6 Best Delivery Date – Bid**

Delivery is requested on or before 27 March 2015. Bidders are to quote their best delivery:

In accordance with the Basis of Selection provisions, the bidder meeting all technical requirements and quoting the lowest price will be recommended for contract award. In the event that the lowest-priced technically responsive bidder does not offer delivery by 27 March 2015, bidders are advised that, due to budget constraints after 01 April 2015, there is the possibility that no contract will be awarded and this solicitation will be cancelled.



## 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)

Prices must appear in the line item detail 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>). 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.

#### 3.1.1 SACC Manual Clauses

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
C3011T	Exchange Rate Fluctuation	2013-11-06

#### 3.1.2 Progress Payments

Progress payments will not be considered unless specifically offered by PWGSC in this document.

#### Section II: 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

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

##### 4.1.1.1 Technical Criteria

- a) The Bidder must provide documentation with their bid showing how they meet the technical requirements detailed in Annex "A".

#### 4.1.2 Financial Evaluation

##### 4.1.2.1 Mandatory Financial Criteria

- a) The Bidder must bid firm unit prices in Canadian dollars, FCA Free Carrier Plant Incoterms 2000. Customs Duty are excluded and Applicable Taxes extra for each item offered; and
- b) The Bidders' financial bid must be in accordance with the Basis of Payment.

### 4.2 Basis of Selection

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
A0069T	Basis of Selection	2007-05-25

## PART 5 - CERTIFICATIONS

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

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

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications Precedent to Contract Award

The certifications listed below should be completed and submitted with the bid, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

#### 5.1.1 Integrity Provisions - Associated Information

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions 2003. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

#### 5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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.

##### 5.1.2.1 Stores Certifications

The item offered conforms strictly with the purchase description, including packaging requirements and quality assurance provisions if applicable, contained in the bid solicitation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 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 "Line Item Detail".

### 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 March 27, 2015.

#### 6.4.2 Adherence to Delivery Schedule

The contractor will promptly give notice to the Department of Public Works and Government Services of its inability to meet the contract delivery schedule and will request therein an extension of time stating its proposed revised delivery schedule and offering consideration for such revisions. Until such notice is received and the revised delivery schedule agreed to by the Department of Public Works and Government Services, the Minister may, pursuant to the General Conditions, on the business day following the due date of delivery of any outstanding materials, **terminate the whole or part of the contract for default.**

## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

[Louie Turner, Supply Specialist](#)

Public Works and Government Services Canada

Acquisitions Branch, Commercial Acquisition & Supply Management Sector

Logistics, Electrical, Fuel & Transportation Directorate

Fuel & Construction Products Division (HL)

11 Laurier Street, 7A2, Place du Portage, Phase III

Gatineau, QC, K1A 0S5

Telephone: 819-956-3975 Facsimile: 819-956-5227

E-mail address: [louie.turner@tpsgc-pwgsc.gc.ca](mailto:louie.turner@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.

### 6.5.2 Technical Authority

The Technical Authority for the Contract is:

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

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

Organization: \_\_\_\_\_

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

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

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

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

The Technical Authority named above 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 Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### 6.5.3 Contractor's Representative

Name and telephone number of the person responsible for :

	General Enquiries	Delivery Follow-up
Name:	_____	_____
Telephone No.:	_____	_____
Facsimile No.:	_____	_____
E-mail address:	_____	_____

## 6.6 Payment

### 6.6.1 Basis of Payment - Firm Unit Price

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 the contract for a cost of \$ \_\_\_\_\_ CAD. Customs duties are excluded 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

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
C2605C	Canadian Customs Duty and Sales Tax - Foreign-based Contractor	2008-05-12
C2608C	Canadian Customs	2012-07-16
C2610C	Customs Duties - DND - Importer	2007-11-30
C2611C	Customs Duties - Contractor Importer	2007-11-30
C2800C	Priority Rating	2013-01-28
C2801C	Priority Rating - Canadian-based Contractors	2014-11-27

## 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.

Each invoice must be supported by the following documents, if applicable: (a) a copy of time sheets to support the time claimed; (b) a copy of the release document and any other documents as specified in the Contract; (c) a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses; (d) a copy of the monthly progress report.

2. Invoices must be distributed as follows:

- a. One (1) copy must be forwarded to the appropriate consignee(s) for certification.

- b. The original and one (1) copy must be forwarded to for certification and payment:  
National Defence Headquarters  
MGen George R. Pearkes Building  
101 Colonel By Drive, Ottawa, Canada, K1A 0K2  
Attention: DLP 3-4-6
  - c. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
3. Payment will only be made on receipt of satisfactory invoices duly supported by specified release documents and/or other documents called for under this 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 \_\_\_\_\_.

## **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) the Contractor's bid dated \_\_\_\_\_, as clarified on \_\_\_\_\_ " **or** ", as amended on \_\_\_\_\_.

## **6.11 Defence Contract**

SACC Manual clause A9006C (2012-07-16) Defence Contract

## 6.12 SACC Manual Clauses

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
B7500C	Excess Goods	2006-06-16
D2025C	Wood Packaging Materials	2013-11-06
D5540C	ISO 9001:2008 Quality Management Systems - Requirements (QAC Q)	2010-08-16
D5604C	Release Documents (DND) - Foreign-based Contractor	2008-12-12
D5605C	Release Documents (DND) - United States-based Contractor	2010-01-11
D5606C	Release Documents (DND) - Canadian-based Contractor	2012-07-16
D6010C	Palletization	2007-11-30
D9002C	Incomplete Assemblies	2007-11-30
G1005C	Insurance	2008-05-12

## 6.13 Release Documents - Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- a. One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- b. Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- c. One (1) copy to the Contracting Authority;
- d. One (1) copy to:  
National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A OK2  
Attention: Debbie Wright, DLP 3-4-6
- e. One (1) copy to the Quality Assurance Representative;
- f. One (1) copy to the Contractor; and
- g. For all non-Canadian contractors, one (1) copy to:  
DQA/Contract Administration  
National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A OK2  
E-mail: ContractAdmin.DQA@forces.gc.ca

NOTE: For into-plane refuelling contracts b, c and d above are not required.



## 6.14 Preparation for Delivery

### 6.14.1 Preparation for Delivery

Best commercial practice to be used.

### 6.14.2 Packing for Shipment

DND will provide 6 containers – NSN 8145-21-910-7796 (to pack the shelters, 3 per shelter) for transporting purposes.

## 6.15 NSCM Traceability

Material supplied for the items specified in this contract are subject to investigation by the Crown. Material which can neither be demonstrated by the contractor as having originated directly from the NSCM specified for the item in this contract, nor as supplied with the specific written permission of this specified NSCM, are subject to the following action by the Crown. The Crown may either:

- a) terminate the contract for default with respect to that item, return the item to the Contractor at the Contractor's risk and expense, and demand and receive from the Contractor (who will forthwith so pay) all repurchase and other costs incurred by the Crown, including any increased costs required for the purpose of expediting production; or
- b) retain the item, and demand and receive from the Contractor (who will forthwith so pay) the difference between the Contractor's costs relating to the item, as determined by the Crown, and the costs which, in the Crown's opinion, the Contractor would have incurred had it obtained and supplied an item which did not differ in any way from that specifically required under the contract.

## 6.16 Shipping Instructions

### 6.16.1 Shipping Instructions (DND) - Foreign-based Contractors

1. Delivery will be FCA Free Carrier at \_\_\_\_\_ (insert the named place, e.g. Contractor's facility) Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility
2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Centre by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

**Instruction to Contracting Authority:** Before contract award, choose either shipping option (a), (b), (c), or (d), and delete the unused options and this instruction.

- (a) *Insert the following when the Contractor is located in the United States (U.S.):*

Inbound Logistics Coordination Centre (ILCC):

Telephone: 1-877-447-7701 (toll free)

Facsimile: 1-877-877-7409 (toll free)

E-mail: ILHQOttawa@forces.gc.ca

**OR**

- (b) *Insert the following when the Contractor is located in United Kingdom (UK) and Ireland:*

Inbound Logistics United Kingdom (ILUK):

Telephone: 011-44-1895-613023, or 011-44-1895-613024, or

Facsimile: 011-44-1895-613047

E-mail: CFSUEDetUKMovements@forces.gc.ca

In addition, the Contractor must send to ILUK the completed form "Shipping Advice and Export Certificate" by e-mail to: CFSUEDetUKMovements@forces.gc.ca.

The shipment of any items above the value of 600 GBP (pound sterling) being exported from the United Kingdom and Ireland will be cleared by DND using Her Majesty's Customs & Excise (HMCE) New Export Systems (NES). The Contractor must comply with HMCE requirements by registering with HMCE or by having a freight forwarder complete the entry. A printed copy of the NES entry Export Declaration clearly displaying the Declaration Unique Consignment Reference Number must be provided by the Contractor and attached to the consignment. The Contractor must ensure that this procedure is carried out for all stores whether they be initial purchase or repair and overhaul export items. HMCE will authorize Canadian Forces Support Unit (Europe) to ship the goods only if the procedure has been adhered to completely and properly by the Contractor.

**OR**

(c) *Insert the following when the Contractor is located in a country other than Canada, the U.S., the UK and Ireland:*

Inbound Logistics Europe Area (ILEA):

Telephone: +49-(0)-2451-717199 or 717200

Facsimile: +49-(0)-2451-717189

E-mail: ILEA@forces.gc.ca

**OR**

(d) *Insert the following for U.S. Foreign Military Sales (FMS):*

Inbound Logistics Coordination Centre (ILCC):

Telephone: 1-877-447-7701 (toll free)

Facsimile: 1-877-877-7409 (toll free)

E-mail: ILHQOttawa@forces.gc.ca

Canada is responsible for the carrier selection for shipments of the goods supplied under this FMS contract. Instructions on how to obtain carrier selection from Canada are contained in U.S. Department of Defense 4000.25-8-M, Military Assistance Program Address Directory, and Canadian Special Instructions Indicator (SII). The Contractor must not ship the goods until the SII has been complied with.

***Instruction to Contracting Authority: Insert the following paragraphs 3 through 7 with all options above, except (d) - U.S. FMS, and delete this instruction.***

3. The Contractor must provide the following information to the DND Inbound Logistics contact when arranging for shipment:
  - (a) the Contract number;
  - (b) consignee address (if multiple addresses, items must be packaged and labelled separately with each consignee address);
  - (c) description of each item;
  - (d) the number of pieces and type of packaging (e.g. carton, crate, drum, skid);
  - (e) actual weight and dimensions of each piece type, including gross weight;
  - (f) copy of the commercial invoice (in accordance with clause C2608C, section 4, of the Standard Acquisition Clauses and Conditions Manual) or a copy of the Canada Border Services Agency form CI1, Canada Customs Invoice;
  - (g) Schedule B codes (for exports) and the Harmonized Tariff Schedule codes (for imports);
  - (h) North American Free Trade Agreement Certificate of Origin (in accordance with clause C2608C, section 2) for the U.S. and Mexico only;
  - (i) full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, or International Air Transport Association regulations

or the applicable Canadian Dangerous Goods Shipping Regulations and a copy of the material safety data sheet.

4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, the marking of each piece with a Transportation Control Number and customs documentation.
5. The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.
6. If the Contractor delivers the goods at a place and time that are not in accordance with the given delivery instructions or fail to fulfil reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.
7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.

*(D0035C, 2010-01-11)*

#### 6.16.2 Shipping Instructions (DND) - Canadian-based Contractor

1. Delivery will be FCA Free Carrier at \_\_\_\_\_ *(insert the named place, e.g. Contractor's facility)* Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.
2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Centre by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

**Instruction to Contracting Authority:** *Before contract award, choose either shipping option (a), (b), (c), (d), or (e), and delete the unused options and this instruction.*

- (a) *Insert the following for all sole source contracts, except repair and overhaul, where the Contractor is located in Canada:*

Inbound Logistics Coordination Centre (ILCC)

Telephone: 1-877-877-7423 (toll free)

Facsimile: 1-877-877-7409 (toll free)

E-mail: ILHQOttawa@forces.gc.ca

**OR**

- (b) *Insert the following for all repair and overhaul contracts where the Contractor is located between Kingston inclusive and westward to the Ontario/Manitoba border:*

Inbound Logistics Central Area (ILCA)

Telephone: 1-866-371-5420 (toll free)

Facsimile: 1-866-419-1627 (toll free)

E-mail: ILCA@forces.gc.ca

**OR**

- (c) *Insert the following for all repair and overhaul contracts where the Contractor is located in Manitoba, Saskatchewan, Alberta, British Columbia, and the National Capital Region inclusive to east of Kingston:*

Inbound Logistics Coordination Centre (ILCC)

Telephone: 1-877-877-7423 (toll free)

Facsimile: 1-877-877-7409 (toll free)

E-mail: ILHQOttawa@forces.gc.ca

**OR**

- (d) *Insert the following for all repair and overhaul contracts where the Contractor is located in Quebec:*

Inbound Logistics Quebec Area (ILQA)

Telephone: 1-866-935-8673 (toll free), or 1-514-252-2777, ext. 2323, 2852 or 4673

Facsimile: 1-866-939-8673 (toll free), or 1-514-252-2911

E-mail: 25DAFCTrafficQM@forces.gc.ca

**OR**

- (e) *Insert the following for all repair and overhaul contracts where the Contractor is located in Atlantic (New Brunswick, Prince Edward Island, Nova Scotia, Newfoundland and Labrador):*

Inbound Logistics Atlantic Area (ILAA)

Telephone: 1-902-427-1438

Facsimile: 1-902-427-6237

E-mail: FLogILAA@forces.gc.ca

3. The Contractor must provide the following information to the DND Inbound Logistics Coordination Centre when arranging for shipment:
- (a) the Contract number;
  - (b) consignee address (for multiple addresses, items must be packaged and labelled separately with each consignee address);
  - (c) description of each item;
  - (d) the number of pieces and type of packaging (i.e., carton, crate, drum, skid);
  - (e) actual weight and dimensions of each piece type, including gross weight;
  - (f) full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, the International Air Transport Association regulations or the applicable Canadian Dangerous Goods Shipping Regulations, and a copy of the materiel safety data sheet.
4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, and the marking of each piece with a Transportation Control Number.
5. The Contractor must not ship the goods before receiving shipping instructions from the DND Inbound Logistics contact.
6. If the Contractor delivers the goods at a place and time which are not in accordance with the given delivery instructions or fail to fulfil reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.
7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.

*(D0037C, 2011-05-16)*

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## ANNEX "A"

### TECHNICAL SPECIFICATIONS

#### TECHNICAL SPECIFICATION - NSN - 5410-20-004-5924 (50X100) Insulated Structure

1. The structure shall be a Stressed Membrane Structure measuring 50ft wide by 100ft long, measured maximum width by maximum length (color of Membrane Med Olive). Detailed List of Accessories:
  - a. 2 x double panel rolling doors;
  - b. Insulation (see para 24); and
  - c. 2 x insulated single personnel doors c/w hood, high traffic panic & close (3'0"x7'0").
2. The entire roof slope of the structure, including the peak, shall have a minimum slope of 26 degrees.
3. No exterior guy ropes or cables shall be used for anchoring the structure.
4. There shall be no exterior horizontal purlins.
5. The structure shall be completely clear-span with no interior supports of any description.
6. Any required miscellaneous steel components such as anchor bolts, cable bracing, base assemblies or attachment brackets shall be zinc plated.
7. All bolts used shall be zinc plated with a minimum of Grade 5 specification.
8. All personnel doors and windows shall be installed in such a way that the vertical and horizontal tension on the architectural membrane is maintained, at all times.
9. All personnel doors, especially fire exits, shall come complete with a protective all weather hood system to shed snow and rain away from front of doors.
10. All aluminum components and main supports shall be an unpainted natural mill finish, to prevent scratching and chipping.
11. The main structural support beams shall be continuous from the ground seal to the peak and manufactured in such a way that no eave will exist.
12. The completed structure shall withstand environmental snow loads of 2.6 and 1/50 wind loads of 0.40 kPa in accordance with the National Building Code of Canada.
13. The aluminum used in the structure shall carry a pro-rata guarantee of not less than 30 years.

14. All main structural arches and connecting purlins shall be 100% ALUMINUM utilizing a single I Beam Configuration and not to exceed 10" inches in depth to ensure a minimum 48.3" foot inside width dimension at the base.
15. All major structural aluminium components shall have the following minimum structural and mechanical properties.

Tension			Shear		Bearing
Ultimate	Yield	Elongation	Ultimate	Yield	Ultimate
KSI	KSI	%	KSI	KSI	KSI
38	35	10	23	21	80

16. The stressed membrane structure shall be designed to shed snow before the design load is exceeded, or alternatively provide structure capacity to meet or exceed required roof snow load requirements of Ottawa, ON.
17. The architectural membrane in the structure shall be installed in the aluminum frame and tensioned both vertically and horizontally to prevent wear and abrasion. Horizontal tension shall be maintained mechanically with horizontal purlins or spreaders that require no ongoing maintenance. The membrane shall be tensioned in such a way so as to create a compression at each horizontal purlin of no less than 1500 pounds per square foot.
18. The architectural membrane, when assembled and tensioned, shall be absolutely wrinkle free, and shall remain so indefinitely in hot and cold temperatures.
19. The structure shall be designed so that any section of architectural membrane may be removed or replaced within four hours using a maximum of four workmen.
20. The structure shall be modular in design consisting of individual membrane panels which do not exceed 15' in width on the main center modules. (This minimizes future costs of repair and replacement of localized membrane damage and allows future expansion/reduction in reasonable sized modules).
21. The individual architectural membrane panels on the center modules shall be one continuous section from one side, over the peak and down to the base at the other side and manufactured in such a way that no eave will exist.
22. In order to provide the introduction of natural light for daytime use, a continuous section of highly translucent white architectural membrane (Daylight) shall be incorporated into the membrane along the peak of the structure. To minimize internal solar gain in the structure, the balance of the exterior architectural membrane shall be in color and complete with a blackout layer.

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23. All exterior architectural membrane on the structure shall come complete with a protective exterior Tedlar PVF film on the exterior surface of the membrane. This membrane shall possess the following minimum quality and fire rating specifications (attached).
24. The structure shall be supplied with a complete insulation system to the daylight panels providing the following minimum specifications.
- a. 8" thick fiberglass blanket using formaldehyde free fiberglass insulation.
  - b. FSK (Foil, scrim, kraft) facing on one side of the insulation blanket to provide both a vapor barrier and radiant barrier. FSK tape to seal all insulation joints and to seal insulation to structure's supporting members.
  - c. A white interior liner in a minimum 14oz coated polyester membrane, mechanically tensioned to 1500 LBS sq.ft. providing a secondary vapor barrier and clean unwrinkled interior finish to the insulation system.
  - d. Interior and exterior thermal caps over the structure's supporting beams to minimize thermal transfer through the supporting member. Each thermal cap c/w neoprene wipers each side to complete thermal break.
  - e. Peak to grade insulation retention system - to ensure insulation will never creep or shift downward under its own weight.
25. Structure Supplier is to supply a complete erection kit of specialized hand tools required for erection of the structure (110V).
26. Structure Supplier is to supply detailed drawings and supporting calculations for the structure stamped by a certified engineer.
27. Structure Supplier shall have manufactured and installed the Structures at a minimum of 10 sites. Details of where these Structures are located are to be provided with the bid proposal (Exact same size of structure is not required, however, structure must have the same basic accessories, such as an insulation system).

## TEDLAR® COATED ARCHITECTURAL MEMBRANE

Scrim Type	Polyester
Scrim Weight	3.2 oz/sq.yd.
Finish Coated Weight Method 5041	24.0 oz /sq.yd <sup>(+2)</sup> <sub>-1</sub>
Surface Protection	Tedlar ® PVF Film
Tongue Tear Method 5134 8" x 10" sample size	110/110 lbs
Trapezoid Tear Method 5136	35/40 lbs
Grab Tensile Method 5100	260/260 lbs
Strip Tensile Method 5102	200/200 lbs./in.
Hydrostatic Resistance Method 5512	350 psi
Dead Load Room Temperature 160°F./71°C.	1 - 1/2" seam 100 lbs 50 lbs
Cold Crack MIL-C-20696C LTC Para. 4.4.6.	Pass -40°F.
Flame Resistance Method 5903 FR	Pass 2 second flameout Calf. Fire Marshal Reg. UL214. NFPA-701
Wicking	1/8" maximum

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### FIRE RATINGS

1.	California Fire Marshal	Small & Large Scale	Pass
2.	National Fire Protection Association-701	Small & Large Scale	Pass
3.	Underwriters' Laboratories	214	Pass
4.	ASTM E84	Pass	
5.	ULC S109		Pass
6.	UBC 31-1		Pass