

**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 Multi-Gas Analyzer	
Solicitation No. - N° de l'invitation 01586-140538/A	Date 2015-01-13
Client Reference No. - N° de référence du client 01586-140538	
GETS Reference No. - N° de référence de SEAG PW-\$STN-190-4753	
File No. - N° de dossier STN-4-37060 (190)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-23	
Time Zone Fuseau horaire Central Standard Time CST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Mack, Wayne	Buyer Id - Id de l'acheteur stn190
Telephone No. - N° de téléphone (306) 241-6435 ()	FAX No. - N° de FAX (306) 975-5397
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Agriculture and Agri-Food Canada Research Centre 5103 - 1 Avenue South Lethbridge, AB T1J 4B1	

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

Solicitation No. - N° de l'invitation

01586-140538/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

stn190

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

01586-140538

File No. - N° du dossier

STN-4-37060

CCC No./N° CCC - FMS No/ N° VME

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PART 1 - GENERAL INFORMATION

1.1 Requirement

The requirement is detailed under Article 6.2 of the resulting contract clauses.

1.2 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2014-09-25) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days
Insert: 120 days

2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

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 (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-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

The price for each line item in Annex B Basis of Payment will be multiplied by 1 to arrive at a line item total. Each line item total will be added together to arrive at the Evaluated Price, as follows:
(Price for item #1 in the Basis of Payment x 1) = Evaluated Price

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.

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:
Wayne Mack
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch - Western Directorate
#110 - 101, 22nd Street East
Saskatoon, SK S7K 0E1
Telephone: (306) 241-6435 Facsimile: (306) 975-5397
E-mail address: wayne.mack@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 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 Limitation of Price

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

6.6.3 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 _____.

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 A9068C (2010-01-11) Government Site Regulations

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

To supply one portable, lightweight, multi-gas analyzer for Agriculture and Agri-Food Canada, Research Centre, Lethbridge, AB. (with Fourier Transform Infrared Reflectance spectroscopy (FTIR) or photoacoustic spectroscopy (PAS) detection) capable of rapid and sensitive flux measurements of a minimum of 5 components simultaneously including water, ammonia, and greenhouse gases (e.g., N₂O, CH₄, CO₂). The instrument will be used to measure emission fluxes from manure incubated in open flow- through chambers in a controlled environment room and outdoor pens of feedlot cattle throughout the year. The gas analyzer must come with AC power. Battery power in addition to AC power is optional. The gas analyzer shall provide real-time display and storage for recorded measurements. The unit must be new. Used or reconditioned equipment will not be considered. The unit should operate as a standalone instrument but be capable of interfacing with a multipoint gas sampling unit in future. Delivery is mandatory by March 31, 2015.

Mandatory Minimum Performance Specifications:

(Note: All work and materials herein specified must meet and maintain minimum Canadian and Provincial certification(s) and approval(s) as applicable by Industry Standards.)

a) The gas analyzer must simultaneously measure by Fourier Transform Infrared Reflectance spectroscopy (FTIR) or photoacoustic spectroscopy (PAS) detection multiple gases including but not limited to ammonia, nitrous oxide, methane and carbon dioxide and distinguish differences at the parts per billion (ppb) level. Provide a gas library containing at minimum the above gases and water vapour with detection limits and calibration ranges.

b) Must record ascending and descending gas concentrations over a short time period (5 minutes or less) to calculate gas flux measurements (either in real time or from stored data).

c) The system must be configured to measure at minimum the following concentration ranges:

H₂O - 0.05 to 3%

NH₃ - ambient to 100 ppm

N₂O - ambient to 5 ppm

CO₂ - ambient to 2000 ppm

CH₄ - ambient to 15 ppm

The system must also have future capability of measuring concentrations of other components (< 100 ppm) including short chain volatile fatty acids (C₂ to C₆), SF₆,

(We are not buying the capacity to measure other gases now.)

d) The instrument must have a built-in pump system for drawing samples

e) Must have a detector stability requiring infrequent calibration (monthly at most) and eliminates interferences (water vapour and particulate matter).

f) Must operate in daily temperatures ranging from 0 to 40°C.

g) Must be a self-contained unit which includes any necessary peripherals (such as internal sample pump), as well as software necessary for data collection, storage, calculation, and gas flux calculation. Flux calculations are in real-time or calculated from stored data (see specification #b). The instrument must be capable of interfacing with a multipoint gas sampling unit in future. (We are not buying the interface now)

h) The unit must be portable and weigh less than 15 kg (33 lb) and not be cumbersome, allowing a single person to carry it (using handles, straps, or backpack) from one chamber to the next (usually within a few meters) or between pens (50 m).

i) The unit must operate with AC (115V) power input. **Optional:** Operation by battery (12V) power in addition to AC power would be an asset, but is not required.

j) Requires compatible software to connect with a PC with Windows 7 operating system.

k) All required start-up consumables, standard package items, operation and maintenance manuals, and initial certified calibration must be included with equipment delivery.

Please list the start-up consumables, standard package items, operation and maintenance manuals that are included:

l) **Optional Items:** If applicable provide a list of optional items and cost.

Compliance Index:

Attach a separate appendix to your offer indicating Whether and How your product meets or exceeds each point in the Specifications for dishwasher detailed in Annex "A", items (a) to (k) inclusive. Please provide complete specifications and descriptive and/or technical literature to illustrate your statements.

Bidders should address each item of the Specifications on a point by point basis.

For example:

a) The gas analyzer must simultaneously measure by Fourier Transform Infrared Reflectance spectroscopy (FTIR) or photoacoustic spectroscopy (PAS) detection multiple gases including but not limited to ammonia, nitrous oxide, methane and carbon dioxide and distinguish differences at the parts per billion (ppb) level. Provide a gas library containing at minimum the above gases and water vapour with detection limits and calibration ranges.

Bidder Response: "Compliant. The gas analyzer measures by FTIR detection multiple gases including but not limited to ammonia, nitrous oxide, methane and carbon dioxide and distinguish differences at the parts per billion (ppb) level. A gas library containing at minimum the above gases and water vapour with detection limits and calibration ranges is included.

Please refer to our brochure or technical literature pages xxx to support our claim....."

b) Must record ascending and descending gas concentrations over a short time period (5 minutes or less) to calculate gas flux measurements (either in real time or from stored data).

Bidder Response: "Compliant. The gas analyzer records ascending and descending gas concentrations in 4 minutes to calculate gas flux measurements (either in real time or from stored data).

Please refer to our brochure or technical literature pages xxx to support our claim....."

and so on, throughout the complete Specification.

Comments should be made on all points under the Specifications in Annex "A", items (a) to (k) inclusive e.g. "compliant" or "non-compliant" followed by as much detail as possible. It will be to your advantage to furnish as much detail as possible to support your comments and your claims of compliance for each specification. Reference the page number and highlight the specification in your technical literature that supports your compliance. If there is no technical literature to support a specification, you should indicate so.

The Crown is under NO obligation to seek clarification of the bid(s) or the supporting technical documentation provided. Bidders should note that failure to be able to demonstrate any capability to which they claim compliance will result in their proposal being considered non-responsive. Canada reserves the right to reject any bid which does not comply with this solicitation. Any deviation is to be clearly identified and supported with full details.

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ANNEX "B" – BASIS OF PAYMENT

(All prices are GST extra, FOB Destination)

1) One (1) each - Multi-gas analyzer (with Fourier Transform Infrared Reflectance spectroscopy (FTIR) or photoacoustic spectroscopy (PAS) detection in accordance with the specifications as detailed in Annex A

\$ _____/each

Product(s) Offered: _____

Delivery:

It is **MANDATORY** that delivery be completed by 31 March 2015. The best delivery we can offer is _____.