

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

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 Portable Vehicle Wash System	
Solicitation No. - N° de l'invitation W168A-14RJ03/A	Date 2015-01-26
Client Reference No. - N° de référence du client W168A-14RJ03	
GETS Reference No. - N° de référence de SEAG PW-\$EDM-305-10364	
File No. - N° de dossier EDM-4-37204 (305)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-03-09	Time Zone Fuseau horaire Mountain Standard Time MST
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: Campbell (EDM), Brad	Buyer Id - Id de l'acheteur edm305
Telephone No. - N° de téléphone (780) 721-5224 ()	FAX No. - N° de FAX (780) 497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE LOCAL PURCHASE BLDG 188 DENWOOD Alberta T0B1B0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

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

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

Issuing Office - Bureau de distribution

Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

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edm305

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TITLE: PORTABLE VEHICLE WHEEL WASH SYSTEM

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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.

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.

2.2.1 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 7 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.3 Enquiries - Bid Solicitation

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

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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 Alberta.

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, **or 1 fax copy**)

Section II: Financial Bid (1 hard copies)

Section III: Certifications (1 hard copies)

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

3.1.2 SACC Manual Clauses

[A0222T](#) (2014-06-26), Evaluation of Price – Canadian / Foreign Bidders

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Mandatory technical evaluation criteria are included in Annex "C".

4.1.2 Financial Evaluation

4.1.2.1 Calculation of Bid Price

The total evaluated bid price will be determined using the prices provided in the Basis of Payment of Annex "B" and will be calculated as follows:

- (a) The Bidder is to provide a firm lot price for each period in Annex "B", including Option Periods.
- (b) The Bidder's Lot Prices will be multiplied by the quantity to calculate the extended pricing. The extended pricing for all items will be added to calculate the Bidder's total evaluated price.

4.1.2.2 SACC Manual Clauses

[A0222T](#) (2014-06-26), Evaluation of Price – Canadian / Foreign Bidders

C3011T (2013-11-06), Exchange Rate Fluctuation

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria

SACC Manual Clause ([A0031T](#)) (2010-08-16), Basis of Selection - Mandatory Technical Criteria

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) (<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](#) (2014-09-25), 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.

6.4.2 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Article 6.2 of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option within 12 months after contract award by sending a written notice to the Contractor.

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6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Brad Campbell
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
ATB Place North Tower (Telus Plaza North)
5th floor, 10025 - Jasper Avenue,
Edmonton, AB T5J 1S6

Telephone: 780-721-5224
Facsimile: 780-497-3510
E-mail address: brad.campbell@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Project Authority

(To be provided at Contract Award)

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone : _____
Facsimile: _____
E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative

(To be completed by Bidder at time of Bid Submission)

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment – Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a *"firm lot price(s)"*, as specified in *Annex B* for a cost of \$ _____ (*insert the amount at contract award*). Customs duties are *"included"*, and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.6.2 Limitation of Price

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

6.6.3 Multiple Payments

SACC Manual Clause H1001C (2008-05-12), Multiple Payments

6.6.4 SACC Manual Clauses

C2000C (2007-11-30), Taxes – Foreign-based Contractor

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

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The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. (*Insert the name of the province or territory as specified by the Bidder in its bid, if applicable*)

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 (2014-09-25) General Conditions – Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____ (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: “, as clarified on _____” or “, as amended on _____” and insert date(s) of clarification(s) or amendment(s)*)

6.11 SACC Manual Clauses

A9062C (2011-05-16), Canadian Forces Site Regulations

B1501C (2006-06-16), Electrical Equipment

G1005C (2008-05-12), Insurance

ANNEX "A" - REQUIREMENT

Requirement:

The Department of National Defence Wainwright, located in Denwood, Alberta has a requirement for the supply, delivery and offloading of one (1) Portable Automated Vehicle Wheel Wash System as per Annex A and the terms and conditions herein.

Canadian Forces Base Wainwright is one of the busiest army training areas, and is the preferred venue for large scale collective training events for the Canadian army. Hundreds of vehicles, thousands of troops, and large amounts of equipment move into and out of the Base each year.

There are a number of invasive species present in the Wainwright ranges and training area (RTA). These species have the potential to cause significant ecological and economic harm.

There is significant risk of spreading these species to areas outside the Base due to the large number of vehicles and equipment moving in and out of the Base. There is potential for spreading these species to other parts of Canada as the vehicles and equipment used in training come with the brigades involved in the training. Alberta legislation requires the Base to control and in some cases eradicate these species. Other provinces have similar legislation and requirements.

Up to three hundred vehicles per day may use the system occasionally, in batches of up to 60 vehicles, though average use will likely be half that. The system is expected to be used in the April through October timeframe.

The System will be used at various austere (no existing water or power hook-ups) training area exit points and as a pre-wash for non pattern military vehicles (i.e. contractor vehicles, oil & gas vehicles, grazing members' trucks and trailers, civilian vehicles) and military pattern vehicles to reduce maintenance impacts on existing military wash racks, especially during major exercises. System may be moved up to five times per year.

The supplier must deliver the system and complete initial set up and testing. The supplier must also provide training on the use, maintenance and storage of the system. The supplier must supply a minimum of one (1) English copy of the product/user manual.

MINIMUM PERFORMANCE SPECIFICATIONS:

To be considered responsive an offer must clearly indicate compliance or noncompliance with each article below by inserting "Yes" or "No" under the "Comply" Column.

To demonstrate compliance, Bidders must also include and appropriately cross reference published technical information that confirms compliance with each mandatory criterion specified herein (unless stipulated as "not applicable for this item").

If published technical documentation does not exist for a specific requirement, then a written narrative explaining how the product offered meets the specification must be included with the Proposal. Failure to comply with any of the mandatory technical requirements will disqualify the bid from further consideration.

To ensure compliance is clear, the bidder must utilize a numbering system that corresponds to the numbering system below. An example of an acceptable system would be to indicate the specification reference number on a Tab stuck to the appropriate page of the technical documentation. The appropriate article of the technical documentation that demonstrates compliance should then be highlighted or underlined.

Reference Section	Technical Requirement	Comply (Bidder shall indicate Yes or No)	Supporting Information (Bidder shall indicate cross-reference)
1	<p>Must be portable with above ground installation and transportable to possible remote sites during military exercises.</p> <p>System must be able to be set up and operational in less than 24 hours.</p>		
2	<p>Must be a fully automated system with sensors (wash system operates with use of sensors when vehicle is driven up the ramp system).</p> <p>Must be able to operate without an operator and be self sustaining to operate 24/7 except for regularly scheduled maintenance and water replenishment. Power will be supplied from the grid or from a generator operated by the Army capable of providing 480- 3 phase power.</p>		
3	<p>Must be capable of providing one full tire (395 85 R20) revolution of washing.</p>		
4	<p>Must have a self-contained, water management system that will separate solids (separate solids chamber) from water and have a closed system to re-use water (must have a scraper conveyor to automatically remove solids, and contain a flocculent to optimize the sedimentation process).</p> <p>The stand-alone tank must be large enough to sustain prolonged use by a maximum of 300 vehicles in a 24 hour period, in remote areas that does not have access to a hard pipe for water.</p> <p>Must be able to sustain temperatures as cold as -5 degrees Celsius for short periods (<12 hours) without damage.</p>		
5	<p>Must have a control centre for emergency shut down and ease of operation and maintenance.</p>		
6	<p>Must have ramps, for above ground use.</p>		
7	<p>Must have the ability to handle large vehicles (up to 11 m long, 2.7 m wide, and 20 tons weight).</p>		
8	<p>Must have heavy duty water pump/pumps warrantied for at least two years.</p>		

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9	Must have sufficient nozzles and spray bars to facilitate complete washes with one tire revolution of vehicles driven in sandy loam to loam soil conditions.		
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Make and Model of product being offered: _____

Signature

Date

Bids which do not meet all of the Minimum Specifications listed above will be deemed non-compliant and given no further consideration.

If, upon delivery and acceptance, the product is found to not meet the Minimum Specifications, the product will be returned at the supplier's expense and the Contract will be terminated for default.

ANNEX "B" – BASIS OF PAYMENT

1. Firm Price

- The Firm Unit Prices must be FOB Destination and include all delivery and off-loading charges to:

Department of National Defence Canadian Forces Base Wainwright Base Supply section,
Bldg 593 Denwood, Alberta TOB 1BO
- The Firm Lot Price for the Set-up, Testing, and Training must include all costs for labour, materials, equipment, tools, travel/meals/lodging, and supervision necessary to provide the work.
- Prices quoted are to remain firm for the duration of the Contract.
- Prices quoted do not include Applicable Taxes. However, Applicable Taxes will be added as a separate item on any invoices issued against this contract.

A	Period: Date of Award – 31 March 2015			
Item	Description	Qty	Firm Unit Price	Extended Price
1	Portable Automated Vehicle Wheel Wash System in compliance with the Requirement and the Minimum Performance Specifications outlined in Annex "A".	1 lot	\$ _____/lot	\$ _____
2	Following the complete onsite set-up, testing of the system and training as outlined in Annex"A".	1 lot	\$ _____/lot	\$ _____
			Sub-Total	\$ _____
B	Option Period: 01 April 2015 – 31 March 2016			
Item	Description	Qty	Firm Unit Price	Extended Price
1	Portable Automated Vehicle Wheel Wash System in compliance with the Requirement and the Minimum Performance Specifications outlined in Annex "A".	1 lot	\$ _____/lot	\$ _____
2	Following the complete onsite set-up, testing of the system and training as outlined in Annex"A".	1 lot	\$ _____/lot	\$ _____
			Sub-Total	\$ _____
			Total Bid Price	\$ _____

2. While delivery is requested by 31 March 2015, best delivery that could be offered is _____.

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-
3. While installation and training is requested by 31 March 2015, best completion date that could be offered is _____.

ANNEX "C" - EVALUATION CRITERIA

Bidders must address any concerns with the mandatory technical specifications, in written detail to the Contracting Authority before bid closing as outlined in the solicitation.

1.0 Mandatory Technical Criteria:

- a) Ability to meet the Requirement as described in Annex A.
- b) The Bidder must provide supporting documentation for the product offered.

Documentation can be in the form of technical brochures or technical data or written documentation that describes how the specification is met. The documentation must be provided to verify compliance with the requirement and the minimum performance specifications in Annex A.
- c) The Bidder must indicate where in their bid that the product offered addresses each item.

The bidder certifies that the products offered meet the requirement and the minimum performance specifications in Annex A.

Signature

Date

Bids which do not meet the Mandatory Technical Specifications described in Annex A will be deemed non-compliant and given no further consideration.