

**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> Hydraulic Rubber Press	
<b>Solicitation No. - N° de l'invitation</b> W8486-151958/B	<b>Date</b> 2015-02-19
<b>Client Reference No. - N° de référence du client</b> W8486-151958	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HN-329-66817	
<b>File No. - N° de dossier</b> hn329.W8486-151958	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-04-09</b>	<b>Time Zone Fuseau horaire</b> Eastern Daylight Saving Time EDT
<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> Dumaresq, Steve	<b>Buyer Id - Id de l'acheteur</b> hn329
<b>Telephone No. - N° de téléphone</b> (819) 956-3487 ( )	<b>FAX No. - N° de FAX</b> (819) 953-4944
<b>Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:</b>  <div>Specified Herein Précisé dans les présentes</div>	

**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**

Electrical & Electronics Products Division  
11 Laurier St./11, rue Laurier  
7B3, Place du Portage, Phase III  
Gatineau, Québec K1A 0S5

<b>Delivery Required - Livraison exigée</b> See Herein	<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>	

Solicitation No. - N° de l'invitation

W8486-151958/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hn329

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W8486-151958

hn329W8486-151958

---

"This page has been intentionally left blank"

« Cette page a été intentionnellement laissée en blanc »

Buyandsell.gc.ca

- - -

Achatsetventes.gc.ca

## **PART 1 - GENERAL INFORMATION**

1. Security Requirement
2. Requirement
3. Debriefings

## **PART 2 - BIDDER INSTRUCTIONS**

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

## **PART 3 - BID PREPARATION INSTRUCTIONS**

1. Bid Preparation Instructions

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

1. Evaluation Procedures
2. Basis of Selection

## **PART 5 - CERTIFICATIONS**

1. Mandatory Certifications Required Precedent to Contract Award

## **PART 6 - RESULTING CONTRACT CLAUSES**

1. Security Requirement
2. Statement of Work
3. Standard Clauses and Conditions
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
8. Certifications
9. Applicable Laws
10. Priority of Documents
11. Defence Contract
12. SACC Manual Clauses
13. SACC Manual Clauses (Delivery)

**ANNEX A**      **Statement of Work for the Hydraulic Rubber Press and related services**  
**ANNEX B**      **Pricing Schedule**

## **PART 1 - GENERAL INFORMATION**

### **1. Security Requirement**

There is no security requirement associated with this solicitation.

### **2. Requirement**

One (1) Hydraulic Rubber Press and related services. The contractor must provide the goods and services in accordance with the technical requirements stated herein at Annex A.

#### **2.1 Delivery Requirement**

The system is requested to be delivered by no later than 30 September 2015.

Contract will be for an initial period of one (1) year plus four (4) optional 1-year periods for additional warranty.

### **3. Debriefings**

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

## PART 2 - BIDDER INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) 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: sixty (60) days

Insert: ninety (90) calendar days

#### 1.1 SACC Manual Clauses

SACC Reference	Section	Date
A9033T	Financial Capability	2012-07-16
B1000T	Condition of Material	2007-11-30

### 2. Submission of Bids

Bids must be submitted ONLY TO THE BID RECEIVING UNIT by the date, time and place indicated on page 1 of the bid solicitation. Do not send proposal directly to the Contracting Officer. Email proposals not accepted.

PWGSC Bids Receiving Unit  
11 Laurier Street  
Place du Portage, Phase 3, Core 0A1  
Gatineau, Québec, K1A 0S5  
Tel.: 819-956-3366  
Fax: 819-997-9776

### 3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered. Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

Steve Dumaresq ( [steve.dumaresq@pwgsc-tpsgc.gc.ca](mailto:steve.dumaresq@pwgsc-tpsgc.gc.ca) )

#### **4. 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.

## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **1. Bid Preparation Instructions**

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

**Section I: Technical Bid (1 copy)**

**Section II: Financial Bid, Certifications and Additional Information (1 copy)**

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

#### **SECTION I: TECHNICAL BID (1 copy)**

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, CERTIFICATIONS AND ADDITIONAL INFORMATION (1 copy)**

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

##### **1.1 Certifications**

Bidders must submit the certifications required under Part 5 prior to contract award.

##### **1.2 Exchange Rate Fluctuation**

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

##### **1.3 Additional Information**

###### **1.3.1 Procurement Business Number (PBN) (Canadian suppliers)**

<https://buyandsell.gc.ca/for-businesses/register-as-a-supplier>

The Procurement Business Number of the supplier is: \_\_\_\_\_

Note: Not mandatory at bid closing but required precedent to contract award.

##### **1.4 Delivery Offered**

Bidder's best estimated delivery date for the Hydraulic Rubber Press: \_\_\_\_\_

##### **1.5 Contractor Representatives**

Name and telephone number of the person responsible for:

###### **General enquiries**

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

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

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

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

**Delivery follow-up**

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

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

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

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



## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **1. Evaluation Procedures**

Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria. All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

#### **1.1 Technical Evaluation**

##### **1.1.1 Mandatory Technical Criteria**

- Technical compliance to the requirement presented at Annex A.

Simply stating a compliancy to any criteria is insufficient. Bidders must present a proposal that includes all necessary technical and descriptive information, in order to clearly demonstrate their compliancy to all items presented at Annex A. Responses will be evaluated on a simple, stringent pass/fail basis. Proposals not meeting each mandatory requirement will be considered non-responsive (non-compliant) and given no further consideration.

#### **1.2 Financial Evaluation**

- Compliance with the pricing requirements presented herein.
- Completion of Annex B, Pricing Schedule.

The total bid price will be the sum of all line items presented at Annex B.

#### **1.3 Pricing Basis**

The bidder must quote firm prices in Canadian dollars. Any applicable HST/GST taxes not included in bid pricing. Delivery will be FCA Free Carrier (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.

##### **1.3.1 Transportation Costs Information (DND is responsible for shipping)**

The Bidder must provide the following information concerning transportation costs for the delivery of the units to destination:

- a) shipping weight by unit;
- b) number of items by unit;
- c) cubic measurement by unit;
- d) freight classification;
- e) name of shipping point;
- f) name of rail carrier, if shipment is by rail; and
- g) recommended method of shipment and its costs.

#### **1.4 Basis of Selection**

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive (compliant) bid with the lowest evaluated price on an aggregate basis will be recommended for award of a contract.

## PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and documentation to be awarded a contract. The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default, if any certification made by the Bidder is found to be untrue whether during the bid evaluation period or during the contract period. The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with this request will also render the bid non-responsive or will constitute a default under the Contract.

### 1. Mandatory Certifications Required Precedent to Contract Award

#### 1.1 Code of Conduct and Certifications - Related documentation

By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Bid of Standard Instructions 2003. The related documentation therein required will assist Canada in confirming that the certifications are true.

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

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

#### 1.3 General Environmental Criteria Certification

By submitting the bid, the bidder certifies that the information submitted in the General Environmental Criteria table below (1.3.1) is accurate and complete. By submitting the bid the Bidder certifies that it meets, and will continue to meet throughout the duration of any resulting contract, a minimum of four (4) out of seven (7) requirements identified in the General Environmental Criteria Table. Table 1.3.1 is not mandatory at bid closing but required precedent to contract award.

##### 1.3.1 General Environmental Criteria Certification Table

Green practices within supplier's organization:	Insert a checkmark for each criteria that is met
Promotes a paperless environment through directives, procedures and/or programs.	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client.	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification.	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	
Registered to ISO 14001 or has an equivalent environmental management system in place.	

**PART 6 - RESULTING CONTRACT CLAUSES****1. Security Requirement**

There is no security requirement associated with the Contract.

**2. Requirement**

The contractor must provide the goods/services in accordance with the technical requirements stated herein at Annex A.

**2.1 SACC Manual Clauses**

SACC Reference	Section	Date
B1501C	Electrical Equipment	2006-06-16
B7500C	Excess Goods	2006-06-16

**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.

**3.1 General Conditions**

2010A (2014-09-25), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

**3.2 SACC Manual Clauses**

SACC Reference	Section	Date
C2800C	Priority Rating	2013-01-28
C2801C	Priority Rating - Canadian Contractors	2011-05-16

**4. Term of Contract****4.1 Period of the Contract**

The period of the Contract is for one (1) year, hence from \_\_\_date\_\_\_ to \_\_\_date\_\_\_ inclusively, which permits the delivery of the required Hydraulic Rubber Press, related services and the 1-year warranty/support coverage.

Delivery of the Hydraulic Press is expected to be by no later than \_\_\_date\_\_\_ (delivery date proposed by the bidder).

**4.2 OPTION – Supplemental Warranty/Support**

The Contractor grants to Canada the following irrevocable options at the same conditions and at the prices stated in the Contract. The options may only be exercised by the Contracting Authority with an amendment to the Contract.

OPTION 1      One (1) year additional warranty period (Contract Year 2):      \$\_  
From \_\_\_date\_\_\_ to \_\_\_date\_\_\_ inclusively

OPTION 2      One (1) year additional warranty period (Contract Year 3):      \$\_  
From \_\_\_date\_\_\_ to \_\_\_date\_\_\_ inclusively

OPTION 3      One (1) year additional warranty period (Contract Year 4):      \$\_  
From \_\_date\_\_ to \_\_date\_\_ inclusively

OPTION 4      One (1) year additional warranty period (Contract Year 5):      \$\_  
From \_\_date\_\_ to \_\_date\_\_ inclusively

## **5. Authorities**

### **5.1 Contracting Authority**

Steve Dumaresq  
Public Works and Government Services Canada  
Acquisitions Branch  
Logistics, Electrical, Fuel and Transportation Directorate  
"HN" Division, 7B3, Place du Portage, Phase III, 11 Laurier Street  
Gatineau, QC, K1A 0S5  
Telephone : (819) 956-3487      Facsimile: (819) 953-4944  
E-mail address: steve.dumaresq@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.

### **5.2 Project Authority**

Name:                      will be inserted at contract  
Telephone No.           will be inserted at contract  
Facsimile No             will be inserted at contract  
E-mail address:         will be inserted at contract

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 matter concerning the technical content of the Work under the Contract.

Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### **5.3 Contractor Contacts**

#### **General Enquiries**

Name:                      will be inserted at contract  
Telephone No.           will be inserted at contract  
Facsimile No             will be inserted at contract  
E-mail address:         will be inserted at contract

#### **Delivery Follow-up**

Name:                      will be inserted at contract  
Telephone No.           will be inserted at contract  
Facsimile No             will be inserted at contract  
E-mail address:         will be inserted at contract

## 6. Payment

### 6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm prices as specified in the contract, for a total cost not to exceed \$ \_\_(*projected to be total amount proposed by bidder minus options*)\_\_. 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.

Firm prices in Canadian dollars. Delivery is FCA Free Carrier (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.

- |    |  |      |
|----|--|------|
| 1. | One (1) Hydraulic Rubber Press (1 year warranty included): | \$ _ |
| 2. | Installation at Destination:                               | \$ _ |
| 3. | On-Site Training:  | \$ _ |

### 6.2 Multiple Payments

SACC Manual clause H1001C (2008-05-12) Multiple Payments

### 6.3 SACC Manual Clauses

SACC Reference	Section	Date
D0050C	End User Certificate	2007-05-25
G1005C	Insurance	2008-05-12

## 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.

Department of Public Works and Government Services  
 "HN" Division  
 7B3 Place du Portage, Phase III  
 11 Laurier Street, Gatineau, QC K1A 0S5

## 8. Certifications

### 8.1 Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

## 9. Applicable Laws

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

## 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) 2010A (2014-09-25) General Conditions – Goods (Medium Complexity);
- (c) annex \_\_, Statement of Work;
- (d) the Contractor's bid dated \_\_ date\_\_.

## 11. Defence Contract

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

## 12. SACC Manual Clauses

SACC Reference	Section	Date
D5545C	ISO 9001:2008 - Quality Management Systems - Requirements (Quality Assurance Code C)	2010-08-16

## 13. SACC Manual Clauses (Delivery)

SACC Reference	Section	Date
D9002C	Incomplete Assemblies	2007-11-30
C2608C	Canadian Customs Documentation	2012-07-16

### 13.1 Shipping Instructions (Department of National Defence) - Canadian-based Contractor (D0037C)

Delivery will be FCA Free Carrier (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.

Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

Inbound Logistics Co-ordination Center (ILCC)

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

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

E-mail: ILHQOttawa@forces.gc.ca

The Contractor must provide the following information to the DND Inbound Logistics Coordination Center 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 material safety data sheet.

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.

The Contractor must not ship the goods before receiving shipping instructions from the DND Inbound Logistics contact.

If the Contractor delivers the goods at a place and time which are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.

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.

### **13.2 Shipping Instructions (Department of National Defence) - Foreign-based Contractors (D0035C)**

Delivery will be FCA Free Carrier (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

Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

Inbound Logistics Coordination Center (ILCC):  
Telephone: 1-877-447-7701 (toll free)  
Facsimile: 1-877-877-7409 (toll free)  
E-mail: ILHQOttawa@forces.gc.ca

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 labeled 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 (PDF 429KB) - (Help on File Formats);
- 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.

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.

The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.

If the Contractor delivers the goods at a place and time that are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.

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.

### **13.3 Preparation for Delivery**

The Contractor must prepare the items for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification D-LM-008-036/SF-000, DND Minimum Requirements for Manufacturer's Standard Pack.



**ANNEX A**  
**Statement of Work for the Hydraulic Rubber Press and related services**

**LABORATORY INSTRUMENTATION**  
**FOR QUALITY ENGINEERING TEST ESTABLISHMENT (QETE)**

**1.0 SCOPE**

1.1 Purpose. This Statement of Work (SOW) defines the mandatory requirements and specifications for a Rubber Press which must be delivered to the Applied Science Section of the Quality Engineering Test Establishment.

1.2 Background.

A hydraulic rubber press is an essential capability in the Applied Science compounding laboratory to mould rubber test specimens that are used for property testing such as tensile and compression set testing which are both critical properties of rubber articles. The rubber is moulded due to the combined action of pressure and elevated temperature over time which sets the rubber into the shape given by the mould.

The QETE current hydraulic rubber press is over 40 years old. This press is obsolete and has experienced electrical failure and hydraulic fluid leaks. In addition, no safety shield or guard is in place around the press platens which increases the safety risk to the operator.

Note: The current hydraulic rubber press will be withdrawn from service and disposed of before the arrival of the new rubber press. This removal process is not included in the current requirement.

1.3 Terminology. The following terms are used in this SOW:

- QETE (Quality Engineering Test Establishment)
- SOW (Statement of Work)
- NPB (National Printing Building)
- OPI (Officer of Primary Interest)

**2.0 APPLICABLE DOCUMENTS**

2.1 ASTM D3182 Standard Practice for Rubber—Materials, Equipment, and Procedures for Mixing Standard Compounds and Preparing Standard Vulcanized Sheets – Section 8.1

**3.0 REQUIREMENTS**

3.1 General. The contractor must provide a complete operational Rubber Press that meets all the requirements of this Statement of Work.

### 3.2 Technical Requirements.

3.2.1 Hydraulic Rubber Press. The Hydraulic Rubber Press must meet the following requirements:

- a) Use a hydraulic system for pressure application;
- b) Use a hydraulic system that applies pressure up to a 250 bar minimum;
- c) Have adjustable pressure so as to provide a closing force of at least 100kN up to 600 kN or more;
- d) Be composed of two electrically heated platens made of cold rolled steel;
- e) Have a platen size of not less than 400mm x 400mm;
- f) The daylight between the open platens must be at least 200mm;
- g) The pressing surfaces of the platens must be plane parallel to within 0.25mm/m at 150°C and at maximum closing pressure;
- h) The maximum temperature attainable with the platens must not be less than 250°C.
- i) The heating speed must be greater than 5°C per minute;
- j) The maximum deviation of the temperature at the centre of the platen to its edge must not exceed +/- 0.5°C;
- k) The system must contain an operator safety feature such as a guard or safety cage;
- l) The system must allow for rubber moulding of vulcanized sheets according to the procedure outlined in ASTM D3182 section 8.1
- m) The system must operate on 100-240V, 50/60 Hz

### 3.3 Tools and Accessories.

3.3.1 The tools required for the normal operation of the apparatus must be provided.

3.3.2 The tools and a one year supply of expendable material required for the normal maintenance of the apparatus must be provided. The contractor must also provide the tools required for the calibration of the equipment.

### 3.4 Controller.

3.4.1 An adjustable control panel must be provided that allows for the full control of the settings (pressure, temperature and time) and operation of the system.

### 3.5 Installation, Documentation

3.5.1 In the case where the contractor does not install the rubber press system, installation instructions, documentation and guidance will be provided to the equipment installer by the contractor.

3.5.2 The contractor must provide one complete set of user documentation in English. The documentation must cover the operation, routine maintenance and troubleshooting of the complete system. The documentation must also include a spare parts list.

### 3.6 After sales service

3.6.1 The purchase of the rubber press must include: regional technical support; technical phone support; support via the Internet and support via a fax-back system.

3.6.2 Response for service must be within 24 hours or less.

3.6.3 The contractor must provide instrument spare parts and service support for a minimum of 10 years and must provide a best effort policy for the years following that period.

3.6.4 The system must have an on-site warranty of a minimum of one (1) year from the date of acceptance

#### **4.0 CONSTRAINTS**

- 4.1 With respect to installation, all work must be performed during normal business hours (8am – 4pm).
- 4.2 The equipment installer (i.e. contractor or other) must be authorized by the Original Equipment Manufacturer to work on the Rubber Press system.
- 4.3 The equipment installer (i.e. contractor or other) will be responsible for securing and safe guarding tools and material used on the job-site.
- 4.4 The equipment must be CSA approved.

#### **5.0 OPTIONS**

- 5.1 Four (4) additional warranty periods of one (1) year each.
- 5.2 Installation of all system components and accessories by the contractor completed within 30 days of delivery.
- 5.3 One day on-site training by the contractor on the operation and routine maintenance for a minimum five (5) people in English within 15 days of installation.

#### **6.0 DELIVERABLES**

- 6.1 The contractor must deliver the Rubber Press on-site at Applied Science Section, located in the National Printing Bureau, at 45 Sacré Coeur Boulevard, Gatineau, Québec, CANADA, J8X 1C6.
- 6.2 The system is requested to be delivered by no later than 30 September 2015.
- 6.3 A certificate of calibration must be provided with the delivered equipment.

**ANNEX B**  
**Pricing Schedule**

Firm prices in Canadian dollars. Any applicable HST/GST taxes not included in bid pricing. Delivery will be FCA Free Carrier (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.

1.	One (1) Hydraulic Rubber Press (1 year warranty included):	\$ _____
2.	Installation at Destination:	\$ _____
3.	On-Site Training:	\$ _____
- - -		
4.	OPTION 1 – One (1) year additional warranty period (Contract Year 2):	\$ _____
5.	OPTION 2 – One (1) year additional warranty period (Contract Year 3):	\$ _____
6.	OPTION 3 – One (1) year additional warranty period (Contract Year 4):	\$ _____
7.	OPTION 4 – One (1) year additional warranty period (Contract Year 5):	\$ _____
<b>TOTAL EVALUATED BID PRICE (Sum of line items 1 to 7)</b>		<b>\$ _____</b>