

**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving  
PWGSC  
33 City Centre Drive  
Suite 480C  
Mississauga  
Ontario  
L5B 2N5**

**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> Maintenance and Inspection Machines	
<b>Solicitation No. - N° de l'invitation</b> W0113-14CS33/A	<b>Date</b> 2015-05-14
<b>Client Reference No. - N° de référence du client</b> W0113-14CS33	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$TOR-024-6850	
<b>File No. - N° de dossier</b> TOR-5-38009 (024)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-06-23</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 type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Brewster, Shannon	<b>Buyer Id - Id de l'acheteur</b> tor024
<b>Telephone No. - N° de téléphone</b> (905) 615-2028 ( )	<b>FAX No. - N° de FAX</b> (905) 615-2060
<b>Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE various locations Borden Ontario L0M1C0 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address  
Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

<b>Delivery Required - Livraison exigée</b> See Herein	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address 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>

**Issuing Office - Bureau de distribution**  
Public Works and Government Services Canada  
Ontario Region  
33 City Centre Drive  
Suite 480  
Mississauga  
Ontario  
L5B 2N5

Solicitation No. - N° de l'invitation

W0113-14CS33/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

tor024

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

W0113-14CS33

File No. - N° du dossier

TOR-5-38009

CCC No./N° CCC - FMS No/ N° VME

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**SEE ATTACHED DOCUMENT (62 PAGES)**

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## **BID SOLICITATION**

**FOR**

### **MAINTENANCE AND INSPECTION ON VARIOUS INDUSTRIAL MACHINERY AND EQUIPMENT**

**REQUIRED BY**

**ROYAL CANADIAN ELECTRICAL AND MECHANICAL ENGINEERING  
SCHOOL (RCEME),  
DEPARTMENT OF NATIONAL DEFENCE (DND)**

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DRAFT  
File No. - N° du dossier  
TOR-5-38009

Buyer ID - Id de l'acheteur  
tor024  
CCC No./N° CCC - FMS No./N° VME

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**List of Annexes:**

Annex A          Requirement  
Appendix 1 to Annex A - DND 626, Task Authorization (TA) Form  
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Annex B          Basis of Payment  
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**List of Attachments to Part 5 (Certification)**

- Attachment 5.1 - Certifications Required with the Bid

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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 of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

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## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

- (a) All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.
- (b) 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.
- (c) The 2003 (2014-09-25) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.
- (d) The following modification is to the standard instructions 2003:  
  
Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:  
  
Delete: sixty (60) days  
Insert: ninety (90) days

### 2.2 Submission of Bids

- (a) 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 Former Public Servant

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

#### (a) Definitions

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

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

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

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

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Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

(b) **Former Public Servant in Receipt of a Pension**

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

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

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

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

(c) **Work Force Adjustment Directive**

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

If so, the Bidder must provide the following information:

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

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

## **2.4 Enquiries - Bid Solicitation**

- (a) All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.
- (b) 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.

## **2.5 Applicable Laws**

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

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## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

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

- (i) Section I: Technical Bid (3 hard copies)
- (ii) Section II: Financial Bid (1 hard copy)
- (iii) 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.

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

- (i) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (ii) 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:

- (i) 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
- (ii) 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.

### 3.2 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.

### 3.3 Section II: Financial Bid

(a) Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately, if applicable.

#### (b) Payment of Invoices by Credit Card

Canada requests that bidders complete one of the following:

( ) Government of Canada Acquisition Cards (credit cards) will be accepted for payment of invoices.

The following credit card(s) are accepted:

- ( ) VISA
- ( ) MasterCard

**OR**

( ) Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of invoices.

The Bidder is not obligated to accept payment by credit card.

Acceptance or credit cards for payment of invoices will not be considered as an evaluation criterion.

### 3.4 Section III: Certifications

Bidders must submit and comply with the certifications required under Part 5.

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## **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.
- (c) More than one contract may be awarded as a result of this solicitation.

### **4.2 Technical Evaluation**

#### **(a) Mandatory Technical Criteria**

Mandatory technical criteria for each category are included in Annex C - Bid Evaluation Criteria.

### **4.3 Financial Evaluation**

#### **(a) Evaluation of Price - Aggregate**

- (i) The Bidder must complete and submit with its bid, pricing in accordance with Annex B - Basis of Payment for each category that they are bidding on.
- (ii) For evaluation purposes only, bids will be evaluated based on the prices proposed in Annex D – Financial Bid Evaluation, for each category that they are bidding on.
- (iii) The evaluated price for each category will be the aggregated total of the Initial Contract Period, Option Year 1 and Option Year 2 (all applicable taxes extra) from Annex D – Financial Bid Evaluation. Each category will be evaluated separately.  

For each category, the total estimated usage for each line item will be multiplied by the Firm Unit Price to determine the extended price for that line item. The extended price for all line items will be totalled to determine the aggregate price for evaluation purposes. The evaluated price is the sum of the Initial Contract Period, Option Year 1 and Option Year 2.
- (iv) Bidders may submit pricing for single or multiple categories. The 4 categories are:  
Category 1: Lathes and Milling Machines  
Category 2: General Shop Equipment  
Category 3: Welding Machines  
Category 4: Sewing Machines
- (v) The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

### **4.4 Basis of Selection – Multiple**

- (a) 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 for each category will be recommended for award of a contract(s).

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## 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.

### 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.

#### (a) 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.

#### (b) 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_equity/eq/emp/fcp/list/inelig.shtml)" 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 [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.

### 5.2 Additional Certifications Precedent to Contract Award

#### (a) Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

(b) **Education and Experience**

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

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### Attachment 5.1 – Certifications Required with the Bid

#### (A) Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

\_\_\_\_\_  
Print name of authorized individual & sign above

\_\_\_\_\_  
Date

#### (B) Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

\_\_\_\_\_  
Print name of authorized individual & sign above

\_\_\_\_\_  
Date

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## PART 6 - RESULTING CONTRACT CLAUSES

### 6.1 Security Requirement

There is no security requirement applicable to this Contract.

### 6.2 Requirement

The Contractor must provide inspection, maintenance and repair for various existing Industrial Machinery and Equipment in accordance with the Requirement at Annex "A".

### 6.3 Task Authorization (TA)

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

#### (a) Task Authorization Process

- (i) The Project Authority will provide the Contractor with a description of the task using the "DND 626, Task Authorization Form" specified in Appendix 1 to Annex A.
- (ii) The Task Authorization (TA) will contain the details of the work to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the breakdown of the cost(s) established in accordance with the Basis of Payment, specified in the Contract.
- (iii) The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

#### (b) Task Authorization Limit

- (i) The Project Authority may authorize individual task authorizations up to a limit of \$10,000.00, Applicable Taxes included, inclusive of any revisions.
- (ii) Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

#### (c) Minimum Work Guarantee - All the Work - Task Authorizations

- (i) In this clause,  
"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and  
"Minimum Contract Value" means 3%.
- (ii) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph iii. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
- (iii) In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (iv) Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

(d) **Periodic Usage Reports - Contracts with Task Authorizations**

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on an annual basis to the Contracting Authority.

The annual period is defined as follows:

Annual: April 1 to March 31;

The data must be submitted to the Contracting Authority no later than ten (10) calendar days after the end of the reporting period.

(i) **Reporting Requirement - Details**

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

A. **For each authorized task:**

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

B. **For all authorized tasks:**

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

(e) **Task Authorization - Department of National Defence**

The administration of the Task Authorization process will be carried out by CBF Borden. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

**6.4 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.

(a) **General Conditions**

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

(b) **Supplemental General Conditions**

4001 (2015-04-01), Supplemental General Conditions - Hardware Purchase, Lease and Maintenance, apply to and form part of the Contract.

**6.5 Term of Contract**

(a) **Period of the Contract**

The period of the Contract is from date of award to (*one year*) dates to be included at Contract award inclusive.

(b) **Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least ten calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

**6.6 Authorities**

(a) **Contracting Authority**

The Contracting Authority for the Contract is:

Name: Shannon Brewster  
Title: Supply Specialist  
Organization: Public Works and Government Services Canada  
Acquisitions Branch  
Ontario Region  
Address: 33 City Centre Drive, Suite 480C  
Mississauga ON L5B 2N5  
Telephone: 905-615-2028  
Facsimile: 905-615-2060  
E-mail address: shannon.brewster@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.

(b) **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.

(c) **Contractor's Representative** (to be provided at Contract Award)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

**6.7 Proactive Disclosure of Contracts with Former Public Servants**

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

**6.8 Payment**

(a) **Basis of Payment - Limitation of Expenditure - Task Authorizations**

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

(b) **Limitation of Expenditure - Cumulative Total of all Task Authorizations**

- (i) Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ \_\_\_\_\_. Customs duties are included and Applicable Taxes are extra.
- (ii) No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- (iii) The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - (A) when it is 75 percent committed, or
  - (B) four (4) months before the contract expiry date, or
  - (C) as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
- (iv) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

(c) **Multiple Payments**

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:

- (i) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (ii) all such documents have been verified by Canada; and
- (iii) the Work delivered has been accepted by Canada.

(d) **T1204- Direct Request by Customer Department**

SACC Manual Clause A9117C (2007-11-30), T1204 – Direct Request by Customer Department.

(e) **Payment of Invoices by Credit Card**

The credit cards \_\_\_\_\_ and \_\_\_\_\_ are accepted.

**6.9 Invoicing Instructions**

- (a) 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.
- (b) Invoices must be distributed as follows:
  - (i) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
  - (ii) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

**6.10 Certifications**

(a) **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.

**6.11 Applicable Laws**

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

**6.12 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) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- (b) General Conditions 2010C (2014-09-25), General Conditions - Services (Medium Complexity);
- (c) Annex A, Requirement;
  - (i) Appendix 1 to Annex A - DND 626, Task Authorization Form

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(ii) Appendix 2 to Annex A – Inventory and Location List

- (d) Annex B, Basis of Payment; and
- (e) the Contractor's bid dated \_\_\_\_\_. (insert at time of contract award)

### 6.13 Defence Contract

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

### 6.14 SACC Manual Clauses

**A9039C (2008-05-12), Salvage:** All scrap and waste material will become the property of the Contractor who must remove it from the site.

**A9062C (2011-05-16), Canadian Forces Site Regulations:** The Contractor must comply with all standing orders or other regulations, instructions and directives in force on the site where the Work is performed.

**B9025C (2008-12-12), On-site Maintenance:** The Contractor must perform on-site maintenance and related services with respect to Canada-owned equipment and components located at the site(s) identified at Appendix 2 to Annex A. The Work will be performed on an as-and-when requested basis in accordance with the Requirement at Annex A.

**B9028C (2007-05-25), Access to Facilities and Equipment:** Canada's facilities, equipment, documentation and personnel are not automatically at the disposal of the Contractor. If access to government premises, computer systems (micro computer network), working space, telephones, terminals, documentation and personnel for consultation is required by the Contractor to perform the Work, the Contractor must advise the Contracting Authority of the need for such access in a timely fashion. If the Contractor's request for access is approved by Canada and arrangements are made to provide access to the Contractor, the Contractor, its subcontractors, agents and employees must comply with all the conditions applicable at the Work site. The Contractor must further ensure that the facilities and equipment are used solely for the performance of the Contract.

### 6.15 Insurance

G1005C (2008-05-12), Insurance

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## ANNEX A – REQUIREMENT

### 1. REQUIREMENT

The Department of National Defence (DND), Royal Canadian Electrical and Mechanical Engineers School (RCEMES), has a requirement for the provisions of services, on an 'as and when requested' basis, to provide labour, material, tools, equipment and transportation required for inspections, maintenance and repairs for various existing Industrial Machinery and Equipment.

### 2. BACKGROUND

The RCEMES, Canadian Forces Support Training Group, at the Canadian Forces Base (CFB) Borden, Ontario, is responsible for all the maintenance, inspection and repairs of various Industrial Machinery and Equipment. In the performance of this responsibility, there exists a requirement for a maintenance and repair program in support of these units, located at the school, on an annual and semi-annual basis. The services will be in accordance with the manufacturer's recommendations.

### 3. SCOPE

The Contractor must provide services, on an 'as and when requested' basis, that include performing annual and semi-annual inspections, minor maintenance, carry out repairs and provide written reports for various existing Industrial Machinery and Equipment. A list of the existing Industrial Machinery and Equipment, as well as their locations, are detailed in Appendix 2 to Annex A – Inventory and Location List.

### 4. RESPONSIBILITIES

The Contractor will be responsible for performing a variety of tasks for each piece of equipment. A list of the tasks have been detailed in Appendix 2 to Annex A. Additional responsibilities will include, but not limited to, the following:

#### Tasks:

1. Provide inspections, including adjustments, which will be performed annually and semi-annually. Dates and times of the inspection will be mutually agreed upon after Contract award.
2. Provide maintenance which will be performed in conjunction with the Inspections and include:
  - Change of all greases, oils, cleaners, belts and filters.
  - Must supply all material used for the maintenance which may include grease, lubricant, oil, cleaner and if applicable, filters and filter media.
  - Will dispose of all material used for the maintenance and must ensure they adhere to all levels of regulations regarding dangerous goods/hazardous products as set forth by federal, provincial and municipal laws and bylaws.
3. Advise the Project Authority (PA) when each Task Authorization (TA) has been completed either directly or via telephone.

#### Deliverables:

1. On completion of each inspection and maintenance the Contractor must submit to the PA a written report. The report must reflect the work completed, condition of each machine and equipment, hours, material used and repairs required (if any).
2. Recommendations for repairs must be submitted in writing, within two (2) working days, to the PA with an estimated cost. The estimate is to be broken down showing material and labours costs. The Contractor must not undertake any of the specified work unless a Task Authorization (TA) is issued. In the event of emergency repairs, verbal approval must be sought as per Article 6.
3. Provide a list of the scrape and waste material to the Project Authority. The Project Authority will then determine what materials are accountable and the accountable materials will then be returned to DND.

## 5. CONSTRAINTS

- a. The PA will contact the Contractor to arrange the date and time for each inspection and maintenance call. The Contractor and PA will mutually agree upon the date and time and the PA will issue a TA before work can commence.
- b. All repairs must be accepted by the PA before work can begin.
- c. The Contractor must not refuse any call for services for repairs and must begin work within one week from acceptance of the TA. Once the work is started it must be completed without delay.
- d. Industrial Machinery and Equipment may be added or deleted at any time during the duration of this contract.
- e. All materials and parts used by the Contractor must be those specified by the manufacturer of the equipment.
- f. All Industrial Machinery and Equipment that are to be serviced under this scope of work must be listed within the attached inventory lists.
- g. Maintenance Service provided to such that to keep equipment in good working condition.

## 6. EMERGENCY SERVICE AND REGULAR SERVICE RESPONSE TIMES

- a. In an emergency situation, the Contractor must, upon verbal authorization from the PA, proceed with work within four (4) hours. A TA will be issued as soon as it is practical for the PA to do so.
- b. The Contractor must not refuse any call for service and must begin work within twelve (12) hours upon contact from the PA.
- c. All repairs of units, in this scope of work, must be performed on site at the locations identified under Appendix 2 to Annex A - Location and Inventory List.

## 7. DEFINITION OF A DAY / PRORATION

Normal working hours will be within 08:00 to 16:00 EDT Monday through Friday inclusive, excluding statutory holiday. A day is defined as 7.5 hours exclusive of meal breaks. Payment will be for days actually worked with no provision for annual leave, statutory holidays and sick leave. Time worked which is more or less than a day will be prorated to reflect actual time worked in accordance with the following formula:

Hours worked: 7.5 hours x per diem rate

Solicitation No. - N° de l'invitation  
W0113-14CS33/A  
Client Ref. No. - N° de réf. du client  
W0113-14CS33

Amd. No. - N° de la modif.  
DRAFT  
File No. - N° du dossier  
TOR-5-38009

Buyer ID - Id de l'acheteur  
tor024  
CCC No./N° CCC - FMS No./N° VME

## APPENDIX 1 TO ANNEX A

### DND 626, Task Authorization Form



National  
Défense

Défense  
nationale

#### TASK AUTHORIZATION AUTORISATION DES TÂCHES

All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. - N° du contrat	
		Task no. - N° de la tâche	
Amendment no. - N° de la modification	Increase/Decrease - Augmentation/Réduction	Previous value - Valeur précédente	
To - À	<b>TO THE CONTRACTOR</b> You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task. Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract. <b>À L'ENTREPRENEUR</b> Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande. Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.		
Delivery location - Expéditeur à CONTRACTS-ROOM 235 BASE CONSTRUCTION ENGINEERING 16 RAMILLIES ROAD (P-154) BORDEN, ON L0M 1C0			
Delivery/Completion date - Date de livraison/d'achèvement	Date _____ for the Department of National Defence pour le ministre de la Défense nationale		
Contract item no. N° d'article du contrat	Services	Cost Prix	
WC#			
		GST/HST TPS/TVH	
		Total	
<b>APPLICABLE ONLY TO PWG&amp;C CONTRACTS:</b> The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract. <b>NE S'APPLIQUE QU'ÀUX CONTRATS DE TP&amp;GC :</b> La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.			
for the Department of Public Works and Government Services pour le ministre des Travaux publics et services gouvernementaux			

DND 626 (01-05)

Design: Forms Management 963-4650  
Conception: Gestion des formulaires 963-4650

## APPENDIX 2 TO ANNEX A

### Inventory and Location List

#### 1. LATHES:

Tasks include:

- a) change feed box, headstock and apron oil;
- b) check all belts and change spindle belt;
- c) check apron hand lube pump;
- d) check feed and leadscrew interlock (apron);
- e) adjust cross and compound gibs;
- f) check cross screw/nut backlash;
- g) clean and adjust taper turning attachment gibs;
- h) check for lost motion in taper turning attachment;
- i) check spindle vibration;
- j) check spindle noise level;
- k) check headstock alignment;
- l) check change gear door interlock;
- m) check feed and leadscrew interlock;
- n) check chuck guard; and
- o) check all other guarding.

Table 1: Lathes

Item	Serial Number	Building / Room	Address
1	A5506	Building A-142 / 1148	264 Lundy Lane
2	CA5457	Building A-142 / 1148	264 Lundy Lane
3	DA5504	Building A-142 / 1148	264 Lundy Lane
4	CA5344	Building A-142 / 1148	264 Lundy Lane
5	CA5456	Building A-142 / 1148	264 Lundy Lane
6	DA5503	Building A-142 / 1148	264 Lundy Lane
7	CA5458	Building A-142 / 1148	264 Lundy Lane
8	CA5476	Building A-142 / 1148	264 Lundy Lane
9	DA5502	Building A-142 / 1148	264 Lundy Lane
10	CA5328	Building A-142 / 1148	264 Lundy Lane

#### 2. MILLING MACHINES:

Tasks include:

- a) check and adjust cross and longitudinal gibs;
- b) check Backlash in cross screw/nut;
- c) check Backlash in longitudinal screw/nut;
- d) check Rapid feed clutch;
- e) check coupling/insert on motor/vertical head;
- f) change lube system and oil levels;
- g) check power drawbar function;
- h) check vertical spindle vibration and noise;
- i) check horizontal spindle vibration noise;
- j) check main motor "vee" belts;
- k) check all limit switches;
- l) check all guards; and

m) check "Emergency" stops.

**Table 2: Milling Machines**

Item	Serial Number	Building / Room	Address
1	1098618	Building A-142 / 1148	264 Lundy Lane
2	1098613	Building A-142 / 1148	264 Lundy Lane
3	1098616	Building A-142 / 1148	264 Lundy Lane
4	1098614	Building A-142 / 1148	264 Lundy Lane
5	1098617	Building A-142 / 1148	264 Lundy Lane
6	1098615	Building A-142 / 1148	264 Lundy Lane

### 3. SHOP FLOOR EQUIPMENT (BUILDING A-142):

Tasks include:

- check all safety switches;
- check all emergency stops;
- check all proximity sensors;
- check all hoses and wires for wear or breaks;
- check all pumps and hoses for hydraulic leaks;
- check all hydraulic or air cylinder for leaks;
- check belts for wear, cracks or fraying;
- check fluid levels and change if required;
- check shear and iron worker blades for wear or gouges and rotate;
- check all frames for signs of cracks or bends;
- check for worn gears or guides;
- check all verify all guards are in place and serviceable;
- check all back gauges are accurate and functioning properly; and
- check all auxiliary control devices for damage and function.

**Table 3: Shop Floor Equipment (Building A-142)**

Item	Description	Serial #	Manufacturer #	Building / Room	Address
1	Vertical Drilling Machine	B0606034	Z5040	Building A-142 / Main Shop floor	264 Lundy Lane
2	Hydraulic Shear	0819038	THS13332R	Building A-142 / Main Shop floor	264 Lundy Lane
3	Horizontal band saw	529-031351	C-916S	Building A-142 / Main Shop floor	264 Lundy Lane
4	Vertical band saw	457-922320	2013-V	Building A-142 / Main Shop floor	264 Lundy Lane
5	Vertical band saw	571-09655	2013-V	Building A-142 / Main Shop floor	264 Lundy Lane
6	Vertical band saw	571-09656	2013-V	Building A-142 / Main Shop floor	264 Lundy Lane
7	Vertical band saw	571-09659	2013-V	Building A-142 / Main Shop floor	264 Lundy Lane
8	Vertical band saw	571-09661	2013-V	Building A-142 / Main Shop floor	264 Lundy Lane
9	Vertical band saw	571-08569	2013-V	Building A-142 / Main Shop floor	264 Lundy Lane
10	Vertical saw BAXTER	6096	115B	Building A-142 / Main Shop floor	264 Lundy Lane
11	Vertical drilling machine (GENERAL)	G14727	340	Building A-142 / Main Shop floor	264 Lundy Lane
12	Vertical drilling machine (GENERAL)	G27033	340	Building A-142 / Main Shop floor	264 Lundy Lane

13	Vertical drilling machine (GENERAL)	G25123	340	Building A-142 / Main Shop floor	264 Lundy Lane
14	Vertical drilling machine (GENERAL)	G27037	340	Building A-142 / Main Shop floor	264 Lundy Lane
15	Vertical drilling machine (GENERAL)	G24349	340	Building A-142 / Main Shop floor	264 Lundy Lane
16	Vertical drilling machine (GENERAL)	G8741	340	Building A-142 / Main Shop floor	264 Lundy Lane
17	Vertical drilling machine (GENERAL)	G24341	340	Building A-142 / Main Shop floor	264 Lundy Lane
18	Vertical drilling machine (GENERAL)	G8738	340	Building A-142 / Main Shop floor	264 Lundy Lane
19	Vertical drilling machine (GENERAL)	G8733	340	Building A-142 / Main Shop floor	264 Lundy Lane
20	Vertical drilling machine (GENERAL)	V1097	340	Building A-142 / Main Shop floor	264 Lundy Lane
21	Vertical drilling machine (GENERAL)	G24337	340	Building A-142 / Main Shop floor	264 Lundy Lane
22	Vertical drilling machine (GENERAL)	G8193	340	Building A-142 / Main Shop floor	264 Lundy Lane
23	Vertical drilling machine (GENERAL)	G25125	340	Building A-142 / Main Shop floor	264 Lundy Lane
24	Vertical drilling machine (GENERAL)	G19982	340	Building A-142 / Main Shop floor	264 Lundy Lane
25	Vertical drilling machine (GENERAL)	G27757	340	Building A-142 / Main Shop floor	264 Lundy Lane
26	Vertical drilling machine (GENERAL)	V1081	340	Building A-142 / Main Shop floor	264 Lundy Lane
27	Vertical drilling machine (GENERAL)	G27347	340	Building A-142 / Main Shop floor	264 Lundy Lane
28	Vertical drilling machine (GENERAL)	G27349	340	Building A-142 / Main Shop floor	264 Lundy Lane
29	Vertical drilling machine (GENERAL)	G27375	340	Building A-142 / Main Shop floor	264 Lundy Lane
30	Vertical drilling machine (GENERAL)	G27377	340	Building A-142 / Main Shop floor	264 Lundy Lane
31	Vertical drilling machine (GENERAL)	G27345	340	Building A-142 / Main Shop floor	264 Lundy Lane
32	Vertical drilling machine (GENERAL)	G14733	340	Building A-142 / Main Shop floor	264 Lundy Lane
33	Vertical drilling machine (GENERAL)	G27346	340	Building A-142 / Main Shop floor	264 Lundy Lane
34	Vertical drilling machine (GENERAL)	G14721	340	Building A-142 / Main Shop floor	264 Lundy Lane
35	Vertical drilling machine (GENERAL)	S9592	340	Building A-142 / Main Shop floor	264 Lundy Lane
36	Vertical drilling machine (NIPER)	357558	NI-25	Building A-142 / Main Shop floor	264 Lundy Lane
37	Spot Welder (MILLER)	LC374592	SSW2020ATT	Building A-142 / Main Shop floor	264 Lundy Lane
38	Spot Welder (MILLER)	KK046116	SSW2020ATT	Building A-142 / Main Shop floor	264 Lundy Lane
39	Pedestal Grinder (BRADFORD)			Building A-142 / Main Shop floor	264 Lundy Lane

	ADMIRAL)				
40	Pedestal Grinder (BRADFORD ADMIRAL)			Building A-142 / Main Shop floor	264 Lundy Lane
41	Pedestal Grinder (BRADFORD ADMIRAL)			Building A-142 / Main Shop floor	264 Lundy Lane
42	Pedestal Grinder (BRADFORD ADMIRAL)			Building A-142 / Main Shop floor	264 Lundy Lane
43	Pedestal Grinder (BRADFORD ADMIRAL)			Building A-142 / Main Shop floor	264 Lundy Lane
44	Pedestal Grinder (BRADFORD ADMIRAL)			Building A-142 / Main Shop floor	264 Lundy Lane
45	Pedestal Grinder (BRADFORD ADMIRAL)			Building A-142 / Main Shop floor	264 Lundy Lane
46	Pedestal Grinder (BRADFORD ADMIRAL)			Building A-142 / Main Shop floor	264 Lundy Lane
47	Vertical Sanding machine		CL3509	Building A-142 / Main Shop floor	264 Lundy Lane
48	Milling and Drilling machine (KING)		PDM-30	Building A-142 / Main Shop floor	264 Lundy Lane
49	Pedestal Buffer (BALDOR)			Building A-142 / Main Shop floor	264 Lundy Lane
50	Park Thermal Industrial Oven			Building A-142 / Main Shop floor	264 Lundy Lane

#### 4. SHOP FLOOR EQUIPMENT (BUILDING A-253):

Tasks include:

- a) check all safety switches;
- b) check all emergency stops;
- c) check all proximity sensors;
- d) check all hoses and wires for wear or breaks;
- e) check all pumps and hoses for hydraulic leaks;
- f) check all hydraulic or air cylinder for leaks;
- g) check belts for wear, cracks or fraying;
- h) check fluid levels and change if required;
- i) check shear and iron worker blades for wear or gouges and rotate;
- j) check all frames for signs of cracks or bends;
- k) check for worn gears or guides;
- l) check all verify all guards are in place and serviceable;
- m) check all back gauges are accurate and functioning properly; and
- n) check all auxillary control devices for damage and function.

**Table 4: Shop Floor Equipment (Building A-253)**

Item	Description	Serial #	Manufacturer #	Building / Room	Address
1	Iron Worker	LUOWDO3606	IW-110S	Building A-253 / Main Shop floor	31 Hangar Rd
2	Hydraulic Shear	LUOWDO3592	36245	Building A-253 / Main Shop floor	31 Hangar Rd
3	Horizontal band saw	LUOWDO3602	C-916S	Building A-253 / Main Shop floor	31 Hangar Rd
4	Horizontal band saw	3L8VMO1375	C-916S	Building A-253 / Main Shop floor	31 Hangar Rd
5	Vertical band saw	3T2DC00004	2013-V	Building A-253 / Main Shop floor	31 Hangar Rd
6	100 ton press	Unknown	IPH100D13-2	Building A-253 / Main Shop floor	31 Hangar Rd
7	100 ton press	LUOWDO3635	IPH100D13-2	Building A-253 / Main Shop floor	31 Hangar Rd
8	Bender # 1	LUOWGO4398	35C13X945	Building A-253 / Main Shop floor	31 Hangar Rd
9	Bender # 2	LUOVK02131	C6C17FC7K	Building A-253 / Main Shop floor	31 Hangar Rd

## 5. WELDING MACHINES:

Tasks include:

- clean units inside and out;
- complete a load test;
- verify input/output power (calibration);
- inspect wire feeder units;
- inspect torches;
- inspect cables;
- inspect rollers; and
- inspect engine driven wire feeder.

**Table 5.1: Syncrowaves**

Item	Serial Number	Building / Room	Address
1	KG066836	Building A-253 / 114	31 Hangar Road
2	KH558422	Building A-253 / 114	31 Hangar Road
3	KH558423	Building A-253 / 114	31 Hangar Road
4	KH558425	Building A-253 / 114	31 Hangar Road
5	KH565001	Building A-253 / 114	31 Hangar Road
6	LC010067	Building A-253 / 114	31 Hangar Road
7	LC010068	Building A-253 / 114	31 Hangar Road
8	LC010070	Building A-253 / 114	31 Hangar Road
9	LC010072	Building A-253 / 114	31 Hangar Road
10	LC010073	Building A-253 / 114	31 Hangar Road
11	LJ03-0152L	Building A-253 / 114	31 Hangar Road
12	LJ03-0153L	Building A-253 / 114	31 Hangar Road
13	LJ030154L	Building A-253 / 114	31 Hangar Road
14	LJ030155L	Building A-253 / 114	31 Hangar Road
15	LJ04-0067L	Building A-253 / 114	31 Hangar Road
16	LJ030151L	Building A-253 / 114	31 Hangar Road

17	KH565002	Building A-253 / 114	31 Hangar Road
18	MC440101L	Building A-253 / 114	31 Hangar Road
19	MC440107L	Building A-253 / 114	31 Hangar Road
20	KJ122742	Building A-253 / 114	31 Hangar Road
21	KJ122747	Building A-253 / 114	31 Hangar Road
22	KK196239	Building A-253 / 114	31 Hangar Road
23	LC010066	Building A-253 / 114	31 Hangar Road
24	LJ040070L	Building A-253 / 114	31 Hangar Road
25	LC010065	Building A-253 / 114	31 Hangar Road
26	KJ122743	Building A-253 / 114	31 Hangar Road
27	KJ122745	Building A-253 / 114	31 Hangar Road
28	LC010074	Building A-253 / 114	31 Hangar Road
29	LC010076	Building A-253 / 114	31 Hangar Road
30	LC010077	Building A-253 / 114	31 Hangar Road
31	LJ010059L	Building A-253 / 114	31 Hangar Road
32	LJ01-0060L	Building A-253 / 114	31 Hangar Road
33	LJ04-0068L	Building A-253 / 114	31 Hangar Road
34	LJ040069L	Building A-253 / 114	31 Hangar Road

**Table 5.2: Inverters**

Item	Serial Number	Building / Room	Address
1	KH564565	Building A-253 / 114	31 Hangar Road
2	KH564566	Building A-253 / 114	31 Hangar Road
3	KH564568	Building A-253 / 114	31 Hangar Road
4	KH564570	Building A-253 / 114	31 Hangar Road
5	MA030206A	Building A-253 / 114	31 Hangar Road
6	KH564573	Building A-253 / 114	31 Hangar Road
7	KH564577	Building A-253 / 114	31 Hangar Road
8	KH564579	Building A-253 / 114	31 Hangar Road
9	LJ050567A	Building A-253 / 114	31 Hangar Road
10	MA030208A	Building A-253 / 114	31 Hangar Road
11	LJ050569A	Building A-253 / 114	31 Hangar Road
12	LJ050570A	Building A-253 / 114	31 Hangar Road
13	LJ050572A	Building A-253 / 114	31 Hangar Road
14	LJ050573A	Building A-253 / 114	31 Hangar Road
15	MA060201A	Building A-253 / 114	31 Hangar Road
16	LJ050574A	Building A-253 / 114	31 Hangar Road
17	LJ050575A	Building A-253 / 114	31 Hangar Road
18	LJ050577A	Building A-253 / 114	31 Hangar Road
19	LJ050579A	Building A-253 / 114	31 Hangar Road

20	LJ050578A	Building A-253 / 114	31 Hangar Road
21	LB244908	Building A-253 / 114	31 Hangar Road
22	LB244909	Building A-253 / 114	31 Hangar Road
23	LB244910	Building A-253 / 114	31 Hangar Road
24	LB244912	Building A-253 / 114	31 Hangar Road
25	MC420127U	Building A-253 / 114	31 Hangar Road
26	LB243696	Building A-253 / 114	31 Hangar Road
27	LB244894	Building A-253 / 114	31 Hangar Road
28	LB244895	Building A-253 / 114	31 Hangar Road
29	LB244896	Building A-253 / 114	31 Hangar Road
30	LB244911	Building A-253 / 114	31 Hangar Road
31	LE043894	Building A-253 / 114	31 Hangar Road
32	LE043897	Building A-253 / 114	31 Hangar Road
33	LH010472A	Building A-253 / 114	31 Hangar Road
34	LH010474A	Building A-253 / 114	31 Hangar Road
35	LJ050576A	Building A-253 / 114	31 Hangar Road

**Table 5.3: Wire Feeders**

Item	Serial Number	Building / Room	Address
1	KH528356	Building A-253 / 114	31 Hangar Road
2	KH528359	Building A-253 / 114	31 Hangar Road
3	KH563134	Building A-253 / 114	31 Hangar Road
4	KH563136	Building A-253 / 114	31 Hangar Road
5	KH563138	Building A-253 / 114	31 Hangar Road
6	KJ007947	Building A-253 / 114	31 Hangar Road
7	LA055408	Building A-253 / 114	31 Hangar Road
8	LB330492	Building A-253 / 114	31 Hangar Road
9	LB330493	Building A-253 / 114	31 Hangar Road
10	LB330495	Building A-253 / 114	31 Hangar Road
11	LB330498	Building A-253 / 114	31 Hangar Road
12	LB330499	Building A-253 / 114	31 Hangar Road
13	LB330503	Building A-253 / 114	31 Hangar Road
14	LC007481	Building A-253 / 114	31 Hangar Road
15	LC007486	Building A-253 / 114	31 Hangar Road
16	LG441206W	Building A-253 / 114	31 Hangar Road
17	LB330494	Building A-253 / 114	31 Hangar Road
18	KH563140	Building A-253 / 114	31 Hangar Road
19	KJ007949	Building A-253 / 114	31 Hangar Road
20	KH563139	Building A-253 / 114	31 Hangar Road

21	LC007485	Building A-253 / 114	31 Hangar Road
22	LJ050242U	Building A-253 / 114	31 Hangar Road
23	LJ050243U	Building A-253 / 114	31 Hangar Road
24	LJ050244U	Building A-253 / 114	31 Hangar Road
25	LJ050245U	Building A-253 / 114	31 Hangar Road
26	LJ050246U	Building A-253 / 114	31 Hangar Road
27	LJ050247U	Building A-253 / 114	31 Hangar Road
28	LJ051068U	Building A-253 / 114	31 Hangar Road
29	LJ051069U	Building A-253 / 114	31 Hangar Road
30	LJ051078U	Building A-253 / 114	31 Hangar Road
31	MA021330U	Building A-253 / 114	31 Hangar Road
32	MA021331U	Building A-253 / 114	31 Hangar Road
33	MA021333U	Building A-253 / 114	31 Hangar Road
34	LJ050241U	Building A-253 / 114	31 Hangar Road
35	MC450500U	Building A-253 / 114	31 Hangar Road
36	LJ050240U	Building A-253 / 114	31 Hangar Road
37	LJ050248U	Building A-253 / 114	31 Hangar Road
38	LJ051067U	Building A-253 / 114	31 Hangar Road
39	MD461113U	Building A-253 / 114	31 Hangar Road
40	MD461115U	Building A-253 / 114	31 Hangar Road
41	MC460670U	Building A-253 / 114	31 Hangar Road

**Table 5.4: Cooling Machines**

Item	Serial Number	Building / Room	Address
1	LR276562	Building A-253 / 114	31 Hangar Road
2	KK275484	Building A-253 / 114	31 Hangar Road
3	LJ010160F	Building A-253 / 114	31 Hangar Road
4	LJ010157F	Building A-253 / 114	31 Hangar Road
5	LJ010159F	Building A-253 / 114	31 Hangar Road
6	ME050199J	Building A-253 / 114	31 Hangar Road
7	MA090180	Building A-253 / 114	31 Hangar Road
8	JLJ010160F	Building A-253 / 114	31 Hangar Road
9	LJ010166F	Building A-253 / 114	31 Hangar Road
10	LJ010158F	Building A-253 / 114	31 Hangar Road
11	LH480378F	Building A-253 / 114	31 Hangar Road
12	KJ074554	Building A-253 / 114	31 Hangar Road
13	LH480382F	Building A-253 / 114	31 Hangar Road
14	KJ124957	Building A-253 / 114	31 Hangar Road
15	LH480377F	Building A-253 / 114	31 Hangar Road
16	KJ074548	Building A-253 / 114	31 Hangar Road

17	KJ124988	Building A-253 / 114	31 Hangar Road
18	KE667723	Building A-253 / 114	31 Hangar Road
19	LB276565	Building A-253 / 114	31 Hangar Road
20	LB276563	Building A-253 / 114	31 Hangar Road
21	KJ124987	Building A-253 / 114	31 Hangar Road
22	KJ074549	Building A-253 / 114	31 Hangar Road
23	LB333266	Building A-253 / 114	31 Hangar Road
24	LB333265	Building A-253 / 114	31 Hangar Road
25	LB333257	Building A-253 / 114	31 Hangar Road
26	KJ060821	Building A-253 / 114	31 Hangar Road
27	KE689963	Building A-253 / 114	31 Hangar Road
28	KK208230	Building A-253 / 114	31 Hangar Road
29	LB276564	Building A-253 / 114	31 Hangar Road
30	LB276566	Building A-253 / 114	31 Hangar Road
31	LB333264	Building A-253 / 114	31 Hangar Road
32	MA090182J	Building A-253 / 114	31 Hangar Road
33	MA090183J	Building A-253 / 114	31 Hangar Road
34	LB333256	Building A-253 / 114	31 Hangar Road
35	LH480388F	Building A-253 / 114	31 Hangar Road
36	LJ010167F	Building A-253 / 114	31 Hangar Road
37	MC430280J	Building A-253 / 114	31 Hangar Road
38	MC4500804J	Building A-253 / 114	31 Hangar Road

**Table 5.5: Welding Units**

Item	Serial Number	Building / Room	Address
1	MC400300C	Building A-253 / 114	31 Hangar Road
2	MA-I747105	Building A-253 / 114	31 Hangar Road

## 6. INDUSTRIAL SEWING MACHINES:

Tasks include:

- Clean and inspect units inside and out
- Complete a serviceability check
- Verify timing
- Inspect for worn parts
- Inspect motors and linkage
- Inspect damage
- Replace any parts if required

**Table 6: Industrial Sewing Machines**

Item	Model Number	Serial Number	Building / Room	Address
1	LU-563	LUOWDO3606	Building A-253 / 101	31 Hangar Rd
2	LU-563	LUOWDO3592	Building A-253 / 101	31 Hangar Rd
3	LU-563	LUOWDO3602	Building A-253 / 101	31 Hangar Rd
4	LU-1560N	3L8VMO1375	Building A-253 / 101	31 Hangar Rd
5	TSC-441	3T2DC00004	Building A-253 / 101	31 Hangar Rd
6	LU-563	Unknown	Building A-253 / 101	31 Hangar Rd
7	LU-563	LUOWDO3635	Building A-253 / 101	31 Hangar Rd
8	LU-563	LUOWGO4398	Building A-253 / 101	31 Hangar Rd
9	LU-563	LUOVK02131	Building A-253 / 101	31 Hangar Rd
10	LU-563	LUOWEO3851	Building A-253 / 101	31 Hangar Rd
11	LU-563	LUOWDO3803	Building A-253 / 101	31 Hangar Rd
12	LU-563	LUOWGO4412	Building A-253 / 101	31 Hangar Rd
13	LU-563	LUOWDO3664	Building A-253 / 101	31 Hangar Rd
14	LU-1508NH	3L8BE00193	Building A-253 / 101	31 Hangar Rd
15	LU-1508NH	3L8AM00300	Building A-253 / 101	31 Hangar Rd
16	LU-1508NH	3L8AM00037	Building A-253 / 101	31 Hangar Rd
17	LU-1508NH	3L8AL00097	Building A-253 / 101	31 Hangar Rd
18	LU-1508NH	3L8AL00204	Building A-253 / 101	31 Hangar Rd
19	LU-1508NH	3L8AM00040	Building A-253 / 101	31 Hangar Rd
20	LU-1508NH	3L8AL00205	Building A-253 / 101	31 Hangar Rd
21	LU-1508NH	3L8AL00098	Building A-253 / 101	31 Hangar Rd
22	LU-1508NH	3L8AM00039	Building A-253 / 101	31 Hangar Rd
23	LU-1508NH	3L8AM00038	Building A-253 / 101	31 Hangar Rd
24	LU-1508NH	3L8AL00096	Building A-253 / 101	31 Hangar Rd
25	LG-158	U03057 SUB1	Building A-253 / 101	31 Hangar Rd
26	LU-563	LU0VK02081	Building A-253 / 101	31 Hangar Rd
27	LU-1560	3L8WJ03558	Building A-253 / 101	31 Hangar Rd
28	MO-67165	8MOVJ22618	Building A-253 / 101	31 Hangar Rd
29	LU-1560	3L8WJ03559	Building A-253 / 101	31 Hangar Rd

## ANNEXE B - BASIS OF PAYMENT

**Initial Contract Period:** 1 year (dates to be inserted at Contract award)

### 1. CATEGORY 1: Lathes and Milling Machines

#### 1.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
2	Semi-Annual 2	\$ _____ / lot

#### 1.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

#### 1.3 Labour (only in addition to Article 1.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

#### 1.4 Material and Replacement Parts

- Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.
- Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up"

includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.

- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 2. CATEGORY 2: General Shop Equipment

### 2.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Annual 1	\$ _____ / lot

### 2.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

### 2.3 Labour (only in addition to Article 2.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

### 2.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.

- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

### 3. CATEGORY 3: Welding Machines

#### 3.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

#### 3.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

#### 3.3 Labour (only in addition to Article 3.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

### 3.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 4. CATEGORY 4: Sewing Machines

### 4.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

### 4.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

### 4.3 Labour (only in addition to Article 4.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

#### 4.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

**Option Year 1: 1 year** (dates to be inserted at Contract award)

## 1. CATEGORY 1: Lathes and Milling Machines

### 1.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
2	Semi-Annual 2	\$ _____ / lot

### 1.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

### 1.3 Labour (only in addition to Article 1.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

### 1.4 Material and Replacement Parts

- Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.
- Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.

- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 2. CATEGORY 2: General Shop Equipment

### 2.1 Inspections and Preventative Maintenance

Inspections and Preventative Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Annual 1	\$ _____ / lot

### 2.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

### 2.3 Labour (only in addition to Article 2.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

### 2.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up"

includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.

- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

### 3. CATEGORY 3: Welding Machines

#### 3.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

#### 3.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

#### 3.3 Labour (only in addition to Article 3.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

#### 3.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.

- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

#### 4. CATEGORY 4: Sewing Machines

##### 4.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

##### 4.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

##### 4.3 Labour (only in addition to Article 4.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

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#### 4.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

**Option Year 2:** 1 year (dates to be inserted at Contract award)

## 1. CATEGORY 1: Lathes and Milling Machines

### 1.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
2	Semi-Annual 2	\$ _____ / lot

### 1.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

### 1.3 Labour (only in addition to Article 1.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

### 1.4 Material and Replacement Parts

- Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.
- Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.

- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 2. CATEGORY 2: General Shop Equipment

### 2.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Annual 1	\$ _____ / lot

### 2.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

### 2.3 Labour (only in addition to Article 2.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

### 2.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up"

includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.

- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

### 3. CATEGORY 3: Welding Machines

#### 3.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

#### 3.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

#### 3.3 Labour (only in addition to Article 3.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

#### 3.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.

- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

#### 4. CATEGORY 4: Sewing Machines

##### 4.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

##### 4.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / call
2	Outside regular working hours (Monday to Saturday)	\$ _____ / call

##### 4.3 Labour (only in addition to Article 4.2)

Item	Description	Firm Unit Price Per Technician
1	During regular working hours (Monday to Friday)	\$ _____ / hour
2	Outside regular working hours (Monday to Saturday)	\$ _____ / hour

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#### 4.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%.
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## ANNEX C - BID EVALUATION CRITERIA

### Mandatory Technical Criteria

The Bidder must, for each Category they are bidding on, provide documentation in the bid demonstrating that their proposed services to perform the inspection, maintenance and repairs meets each and every criterion. **Failure to provide supporting documentation may result in the bid being deemed non-responsive.**

#### Category M1: Lathes and Milling Machines

#	Mandatory Criteria	Bidder's Response
		Identify Supporting Documentation (Specify Page #)
<b>M1.1</b>	The Bidder must provide a list of the proposed resource(s) that will be performing the work under Category 1. At a minimum, the list must include the following: <ul style="list-style-type: none"> <li>- Name of proposed resource</li> <li>- Job title</li> </ul>	
<b>M1.2</b>	The Bidder must demonstrate that each proposed resource for Category 1 have a minimum of three (3) years experience* in repairing lathes and milling machines.  <i>*Experience must include leveling, aligning and installing machinery on foundations or base plates and setting, leveling and aligning electric motors or other power sources.</i>	

#### Category M2: General Shop Equipment

#	Mandatory Criteria	Bidder's Response
		Identify Supporting Documentation (Specify Page #)
<b>M2.1</b>	The Bidder must provide a list of the proposed resource(s) that will be performing the work under Category 2. At a minimum, the list must include the following: <ul style="list-style-type: none"> <li>- Name of proposed resource</li> <li>- Job title</li> </ul>	
<b>M2.2</b>	The Bidder must demonstrate that each proposed resource for Category 2 have a minimum of three (3) years experience* in repairing industrial machinery such as hydraulics and compressed air operating systems.  <i>*Experience must include leveling, aligning and installing machinery on foundations or base plates and setting, leveling and aligning electric motors or other power sources.</i>	

### Category M3: Welding Machines

#	Mandatory Criteria	Bidder's Response
		Identify Supporting Documentation (Specify Page #)
<b>M3.1</b>	The Bidder must provide a list of the proposed resource(s) that will be performing the work under Category 3. At a minimum, the list must include the following: <ul style="list-style-type: none"> <li>- Name of proposed resource</li> <li>- Job title</li> </ul>	
<b>M3.2</b>	The Bidder must demonstrate that each proposed resource for Category 3 have a minimum of three (3) years experience in repairing industrial welding equipment using the following welding processes: <ul style="list-style-type: none"> <li>a. Shielded Metal Arc Welding (SMAW)</li> <li>b. Flux Cored Arc Welding (FCAW)</li> <li>c. Gas Metal Arc Welding (GMAW)</li> <li>d. Gas Tungsten Arc Welding (GTAW)</li> </ul>	

### Category M4: Sewing Machines

#	Mandatory Criteria	Bidder's Response
		Identify Supporting Documentation (Specify Page #)
<b>M4.1</b>	The Bidder must provide a list of the proposed resource(s) that will be performing the work under Category 4. At a minimum, the list must include the following: <ul style="list-style-type: none"> <li>- Name of proposed resource</li> <li>- Job title</li> </ul>	
<b>M4.2</b>	The Bidder must demonstrate that each proposed resource for Category 4, have a minimum of three (3) years experience in repairing Juki sewing machines.	

## ANNEX D – FINANCIAL BID EVALUATION

### Initial Contract Period

#### 1. CATEGORY 1: Lathes and Milling Machines

##### 1.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
2	Semi-Annual 2	\$ _____ / lot

##### 1.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	8	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

##### 1.3 Labour (only in addition to Article 1.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	64	\$ _____ / hour	\$
2	Outside regular working hours (Monday to Saturday)	8	\$ _____ / hour	\$

##### 1.4 Material and Replacement Parts

- Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,500.00 per year**)
- Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up"

includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.

- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 2. **CATEGORY 2: General Shop Equipment**

### 2.1 **Inspections and Preventative Maintenance**

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Annual 1	\$ _____ / lot

### 2.2 **Service Calls**

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	6	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

### 2.3 **Labour** (only in addition to Article 2.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	48	\$ _____ / hour	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / hour	\$

### 2.4 **Material and Replacement Parts**

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,500.00 per year**)

- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

### 3. **CATEGORY 3: Welding Machines**

#### 3.1 **Inspections and Preventative Maintenance**

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

#### 3.2 **Service Calls**

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	10	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

#### 3.3 **Labour** (only in addition to Article 3.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	80	\$ _____ / hour	\$
2	Outside regular working hours (Monday to Saturday)	8	\$ _____ / hour	\$

### 3.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,500.00 per year**)
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 4. CATEGORY 4: Sewing Machines

### 4.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

### 4.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	3	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

### 4.3 Labour (only in addition to Article 4.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	24	\$ _____ / hour	\$

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2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / hour	\$
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#### 4.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,000.00 per year**)
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## Option Year 1

### 1. CATEGORY 1: Lathes and Milling Machines

#### 1.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
2	Semi-Annual 2	\$ _____ / lot

#### 1.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	8	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

#### 1.3 Labour (only in addition to Article 1.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	64	\$ _____ / hour	\$
2	Outside regular working hours (Monday to Saturday)	8	\$ _____ / hour	\$

#### 1.4 Material and Replacement Parts

- Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,500.00 per year**)
- Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up"

includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.

- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 2. **CATEGORY 2: General Shop Equipment**

### 2.1 **Inspections and Preventative Maintenance**

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Annual 1	\$ _____ / lot

### 2.2 **Service Calls**

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	6	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

### 2.3 **Labour** (only in addition to Article 2.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	48	\$ _____ / hour	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / hour	\$

### 2.4 **Material and Replacement Parts**

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,500.00 per year**)

- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

### 3. **CATEGORY 3: Welding Machines**

#### 3.1 **Inspections and Preventative Maintenance**

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

#### 3.2 **Service Calls**

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	10	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

#### 3.3 **Labour** (only in addition to Article 3.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	80	\$ _____ / hour	\$
2	Outside regular working hours (Monday to Saturday)	8	\$ _____ / hour	\$

### 3.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. **(Estimated Material Usage: \$1,500.00 per year)**
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 4. CATEGORY 4: Sewing Machines

### 4.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

### 4.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	3	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

### 4.3 Labour (only in addition to Article 4.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	24	\$ _____ / hour	\$

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2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / hour	\$
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#### 4.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,000.00 per year**)
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- d. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## Option Year 2

### 1. CATEGORY 1: Lathes and Milling Machines

#### 1.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
2	Semi-Annual 2	\$ _____ / lot

#### 1.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	8	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

#### 1.3 Labour (only in addition to Article 1.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	64	\$ _____ / hour	\$
2	Outside regular working hours (Monday to Saturday)	8	\$ _____ / hour	\$

#### 1.4 Material and Replacement Parts

- Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,500.00 per year**)
- Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up"

includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.

- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 2. **CATEGORY 2: General Shop Equipment**

### 2.1 **Inspections and Preventative Maintenance**

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Annual 1	\$ _____ / lot

### 2.2 **Service Calls**

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	6	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

### 2.3 **Labour** (only in addition to Article 2.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	48	\$ _____ / hour	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / hour	\$

### 2.4 **Material and Replacement Parts**

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,500.00 per year**)

- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

### 3. **CATEGORY 3: Welding Machines**

#### 3.1 **Inspections and Preventative Maintenance**

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

#### 3.2 **Service Calls**

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	10	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

#### 3.3 **Labour** (only in addition to Article 3.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	80	\$ _____ / hour	\$
2	Outside regular working hours (Monday to Saturday)	8	\$ _____ / hour	\$

### 3.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,500.00 per year**)
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- c. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.

## 4. CATEGORY 4: Sewing Machines

### 4.1 Inspections and Preventative Maintenance

Inspections and Preventive Maintenance includes all labour, material, tools, equipment and transportation required to complete the inspections and preventative maintenance as specified in Annex A. The material for the preventative maintenance will include greases, oils, cleaners, belts and filters.

Item	Description	All inclusive Firm Lot Price (Applicable Taxes extra)
1	Semi-Annual 1	\$ _____ / lot
1	Semi-Annual 2	\$ _____ / lot

### 4.2 Service Calls

Service Calls (remedial maintenance including emergency calls) when authorized by the Project Authority or representative will include one (1) hour of onsite productive labour, travel expenses and other overhead costs. If the TA (call-up) exceeds one (1) day, no additional TA (call-up) rates will apply. The service call charge will not be applied if the Contractor is already on site for other work.

Item	Description	Estimated # of Service Calls Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	3	\$ _____ / call	\$
2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / call	\$

### 4.3 Labour (only in addition to Article 4.2)

Item	Description	Estimated # of Hours Per Year	Firm Unit Price Per Technician	Extended Unit Price Per Technician
1	During regular working hours (Monday to Friday)	24	\$ _____ / hour	\$

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2	Outside regular working hours (Monday to Saturday)	1	\$ _____ / hour	\$
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#### 4.4 Material and Replacement Parts

- a. Parts supplied by the Contractor (other than free issue) will be priced at Contractor's laid down cost plus a mark-up of \_\_\_\_%. (**Estimated Material Usage: \$1,000.00 per year**)
- b. **Laid Down Cost - Mark-up:** For the purpose of this solicitation and any subsequent Contract, "Laid Down Cost" will be defined as "The cost incurred by a supplier to acquire a specific product or service to the government, exclusive of the Goods and Services Tax and/or Harmonized Sales Tax. The "Mark-up" includes applicable purchasing expense (less trade discounts), internal handling and general and administrative expenses plus profit.
- e. The above estimated usages are based on previous history and forecast usage of this Contract and are for evaluation purposes only. This is made in good faith and does not represent an agreement by the Crown for the estimated quantity.