

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

**Bid Receiving
PWGSC
33 City Centre Drive
Suite 480C
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095**

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet Analyzer	
Solicitation No. - N° de l'invitation 01686-150282/A	Date 2015-05-22
Client Reference No. - N° de référence du client 01686-150282	
GETS Reference No. - N° de référence de SEAG PW-\$TOR-003-6855	
File No. - N° de dossier TOR-4-37153 (003)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-07-02	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Escander, Lisa	Buyer Id - Id de l'acheteur tor003
Telephone No. - N° de téléphone (905) 615-2062 ()	FAX No. - N° de FAX (905) 615-2060
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF AGRICULTURE AND AGRI-FOOD AAFC GPCRC 2585 County Road 20 Harrow Ontario N0R1G0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

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

Delivery Required - Livraison exigée 2015-03-31	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Issuing Office - Bureau de distribution

Public Works and Government Services Canada
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

Solicitation No. - N° de l'invitation

01686-150282/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

tor003

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

01686-150282

File No. - N° du dossier

TOR-4-37153

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into six parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided; and
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, and any other annexes.

1.2 Summary

1. The Greenhouse and Processing Crops Research Centre (GPCRC), Agriculture and Agri-Food Canada (AAFC), Harrow, ON., requires a Carbon and Nitrogen Analyzer (name and brand may vary) to carry out the total organic carbon and total nitrogen composition of soil samples, soil fractions and plant samples obtained from greenhouse, laboratory and field studies.
2. Delivery is required within 6 weeks of contract award;
3. As per the Integrity Provisions under section 01 of *Standard Instructions 2003* and *2004*, bidders must provide a list of all owners and/or Directors and other associated information as required. Refer to section *4.21* of the *Supply Manual* for additional information on the Integrity Provisions.
4. The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA) and the Agreement on Internal Trade (AIT).

1.3 Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

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

Delete: 60 days

Insert: 90 days

2.2 Submission of Bids

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

Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

2.3 Enquiries - Bid Solicitation

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

2.4 Applicable Laws

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Technical Bid 3 hard copies

Section II: Financial Bid 1 hard copy

Section III: Certifications 1 hard copy

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II: Financial Bid

- 3.1.1** Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B". The total amount of Applicable Taxes must be shown separately.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

The Mandatory Criteria listed below will be evaluated on a simple pass/fail basis. Bidders must demonstrate that they meet every mandatory technical criterion by providing a concise and detailed response to each of the mandatory technical criteria. The technical bid should address each of the criteria in the order in which they appear.

Bidders must submit all CV's, certifications and any other supporting documentation in the bid by the bid closing date. Simply stating that the mandatory technical criteria are met is not sufficient. Failure to demonstrate meeting all of the mandatory technical criteria will result in the bid being deemed non-responsive. Bids which fail to meet the mandatory criteria will be deemed non-responsive.

1. General Mandatory Requirements

- 1.1 Bidders must provide the make and model of the proposed new Carbon and Nitrogen Analyzer System and must clearly address each specification with literature to demonstrate compliance with the Mandatory Requirements.

Make: _____

Model: _____

- 1.2 All interested bidders must provide the Manufacturers Technical Literature on the new Carbon and Nitrogen Analyzer System. If a Bidder cannot demonstrate through the Manufacturers Technical Literature that their Carbon and Nitrogen Analyzer System specifications are equal to the criteria below, they must include a discussion point on how their proposed system can meet the required specification.

- 1.3 Bidders must provide the details of the required hardware and software such as laboratory computer, computer operating software, monitor, keyboard, mouse or a completely integrated system.

2. Mandatory Technical Specifications

Item #	Mandatory Requirement
M1	The new Carbon and Nitrogen analyzer must be able to simultaneously analyze soil and plant samples for both C and N within 5 minutes and total cycle time between samples of 5 minutes 30 seconds at most.
M2	Analytical precision for the analysis of 5 soil samples for C and N analysis must have a standard deviation less than 1% of the mean. (The Bidder must provide supporting documentation).
M3	The Carbon and Nitrogen Analyzer oven must be capable of operating at temperatures up to 1200 degrees Celsius.
M4	The Carbon and Nitrogen Analyzer must have an autoloader that can hold up to 50 samples.
M5	The Carbon and Nitrogen Analyzer must be capable of handling samples that are up to one (1) gram in mass for combined Carbon and Nitrogen Analysis.
M6	The Carbon and Nitrogen Analyzer must automatically remove the ash generated from the combustion process.
M7	Reagents must be able to analyze 500 soil or plant samples before replacement.
M8	The new Carbon and Nitrogen Analyzer must have the ability to analyze solid or liquid samples.

M9	The new Carbon and Nitrogen Analyzer must be able to use reusable sample boats.
M10	The new Carbon and Nitrogen Analyzer must carry CSA certification for use and operation in Canada.
M11	The Bidder must provide details on warranty and service for their proposed equipment. The Bidder must have factory trained technicians to service and repair this type of equipment.
M12	The Bidder must supply all necessary hardware and software such as laboratory computer (the computer must have a Windows Based Operating System), monitor, keyboard, mouse and all necessary interface cables for the new Carbon and Nitrogen Analyzer.
M13	The new computer must be loaded with the Carbon Nitrogen Analyzer System software having capability of monitoring system pressures, temperatures, solenoids and leak checks.
M14	The Carbon Nitrogen Analyzer System software must also have the capability of remote service diagnostics.
M15	The Bidder must demonstrate that they are capable of providing 2 days of on-site training for laboratory staff by a Factory Trained and or Certified Technician who is totally familiar with the new Carbon and Nitrogen Analyzer.

4.1.2 Financial Evaluation

The Bidder must submit with its bid pricing in accordance with Annex B - Basis of Payment, in Canadian funds. Pricing must be provided for all firm requirements.

Bids will be evaluated based on the prices detailed in Annex B - Basis of Payment table B1.

The price used in the evaluation will be the Firm Lot Price.

4.1.2.1 Mandatory Financial Criteria

SACC Manual Clause [A0220T](#) (2013-04-25), Evaluation of Price

4.2 Basis of Selection - Mandatory Technical Criteria

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

PART 5 - CERTIFICATIONS

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

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

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

5.1 Certifications Precedent to Contract Award

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

5.1.1 Integrity Provisions - Associated Information

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

5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

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

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of contract award.

5.1.3 Additional Certifications Precedent to Contract Award

5.1.3.1 Board of Directors

In accordance with Section 1.2, Integrity Provisions, Bidder's are required to provide a list of their Board of Directors before contract award. Bidders are requested to provide this information in their bid.

Director Name - _____

Director Name - _____

Director Name - _____

Director Name - _____

Director Name - _____

Director Name - _____

5.1.3.2 Procurement Business Number (PBN)

In accordance with Section 2, Procurement Business Number, of the Standard Instructions, Suppliers are required to have a Procurement Business Number (PBN) before contract award.

Procurement Business Number - _____

Suppliers may register for a PBN online at [Supplier Registration Information](#). For non-Internet registration, suppliers may contact the InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

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PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1 Statement of Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

6.2 Standard Clauses and Conditions

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

6.2.1 General Conditions

[2010A](#) (2014-11-27), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.3 Delivery Date

All the deliverables must be received within 6 weeks following contract award.

6.4 Authorities

6.4.1 Contracting Authority

The Contracting Authority for the Contract is:

Lisa Escander
Public Works and Government Services Canada
Acquisitions Branch
33 City Centre Drive, Suite 480C
Mississauga, Ontario
L5B 2N5

Telephone: 905-615-2062
Facsimile: 905-615-2060
E-mail address: Lisa.Escander@pwgsc-tpsgc.gc.ca

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

6.4.2 Project Authority *(to be inserted at contract award)*

The Project Authority for the Contract is:

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

Telephone: ____ ____ ____
Facsimile: ____ ____ ____

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E-mail address: _____

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

6.4.3 Contractor's Representative *(to be completed by bidder)*

Name: _____

Title: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____

6.5 Payment

6.5.1 Basis of Payment–Firm Lot Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex B, Basis of Payment for a cost of \$ _____. Customs duties are included, and Applicable Taxes are extra.

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

6.5.1 Limitation of Price

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

6.5.2 Single Payment

SACC Manual clause H1000C (2008-05-12) Single Payment

6.6 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.7 Certifications

6.7.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

6.8 Applicable Laws

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

6.9 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2014-11-27), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Statement of Requirement;
- (d) Annex B; Basis of Payment
- (e) the Contractor's bid dated _____ (*to be inserted at contract award*).

6.10 Insurance

SACC Manual Clause G1005C (2008-05-12) Insurance

ANNEX "A"
STATEMENT OF REQUIREMENT

Carbon and Nitrogen Analyzer – Plant and Soil Samples

A1 General Requirement

- 1.1 To purchase one (1), new Carbon and Nitrogen Analyzer for use on Soil and Plant Samples to meet or exceed the technical requirements as listed in section A2.0.
- 1.2 The Contractor must supply one (1), uninterruptable power supply (UPS) battery backup with surge protection adequately sized by the factory to support the computer and new Carbon and Nitrogen Analyzer.
- 1.3 The Greenhouse and Processing Crops Research Centre (GPCRC), Agriculture and Agri-Food Canada (AAFC), Harrow, ON., requires a Carbon and Nitrogen Analyzer (name and brand may vary) to carry out the total organic carbon and total nitrogen composition of soil samples, soil fractions and plant samples obtained from greenhouse, laboratory and field studies. The instrument must be a fully automated laboratory bench top system upon setup, calibration and final commissioning by the Contractor. The Contractor must also provide onsite training for laboratory staff.

A2 Nitrogen and Carbon Analyzer - Technical Requirements

The following Operational - Technical Requirements are mandatory to meet current and future requirements of the Soil Fertility and Root Ecology Research Program Requirements:

- 2.1 All equipment, accessories and operating system software must be new; used equipment, accessories, software and hardware will not be accepted.
- 2.2 Quantity Required – One New Carbon and Nitrogen Analyzer for Soil and Plant Sample Analysis.
- 2.3 The new Carbon and Nitrogen analyzer must be able to simultaneously analyze soil and plant samples for both C and N within 5 minutes and total cycle time between samples of 5 minutes 30 seconds at most.
- 2.4 Analytical precision for the analysis of 5 soil samples for C and N analysis must have a standard deviation less than 1% of the mean.
- 2.5 The Carbon and Nitrogen Analyzer oven must be capable of operating at temperatures up to 1200 degrees Celsius.
- 2.6 The Carbon and Nitrogen Analyzer must have an autoloader that can hold up to 50 samples.
- 2.7 The Carbon and Nitrogen Analyzer must be capable of handling samples that are up to one (1) gram in mass for combined Carbon and Nitrogen Analysis.
- 2.8 The Carbon and Nitrogen Analyzer must automatically remove the ash generated from the combustion process.
- 2.9 Reagents must be able to analyze 500 soil or plant samples before replacement. This will ensure that maintenance time is kept to a minimum and chemical consumption is kept as low as possible.
- 2.10 The new Carbon and Nitrogen Analyzer must have the ability to analyze solid or liquid samples.
- 2.11 The new Carbon and Nitrogen Analyzer must be able to use reusable sample boats.

- 2.12 The new Carbon and Nitrogen Analyzer must carry CSA certification for use and operation in Canada.
- 2.13 The Contractor must provide details on warranty and service for their proposed equipment. The Contractor must have factory trained technicians to service and repair this type of equipment, ISO certification is preferred.
- 2.14 The Contractor must supply all necessary hardware and software such as laboratory computer (the computer must have a Windows Based Operating System), monitor, keyboard, mouse and all necessary interface cables for the new Carbon and Nitrogen Analyzer.
- 2.15 The new computer must be loaded with the Carbon Nitrogen Analyzer System software having capability of monitoring system pressures, temperatures, solenoids and leak checks.
- 2.16 The Carbon Nitrogen Analyzer System software must also have the capability of remote service diagnostics to reduce downtime and charges associated with Service Technicians travel costs.

A3.0 Delivery Requirement - Mandatory

- 3.1 The Contractor must deliver all equipment, accessories, hardware and software associated with this request, FOB Harrow, Ontario Site.
- 3.2 The System must be delivered to the following address:

Agriculture and Agri-Food Canada
Greenhouse and Processing Crops Research Centre (GPCRC)
2585 County Road 20
Harrow, ON N0R 1G0

A4.0 Receiving New Equipment and Removal from Packing Materials

- 4.1 The new equipment will be off loaded by receiving staff at the Harrow, Ontario Site. The new equipment will not be removed from the box or container by Agriculture and Agri-Food Canada staff. The Contractor's assigned Equipment Technicians will be responsible for this.
- 4.2 The Contractor's assigned Equipment Technician will be responsible for unpacking and checking the shipment to ensure that the new equipment was delivered without damage and all necessary components arrived with the shipment.

A5.0 Laboratory Services for New Equipment

- 5.1 Agriculture and Agri-Food Canada will provide all necessary building services within the laboratory for the new equipment, services such as electrical power supply, water, vacuum or other required services. This requirement must be specified by the Contractor.

A6.0 Supply, Installation and Commissioning of New Computer, Accessories and Operating Software

- 6.1 The Contractor will provide all necessary hardware and software such as laboratory computer, complete with Windows based computer operating software, monitor, keyboard, mouse and all necessary interface cables to the new Carbon and Nitrogen Analyzer.
- 6.2 The Contractor must clearly outline how they will meet the requirements in 6.1.

A7.0 Supply, Installation and Commissioning of New Carbon Nitrogen Analyzer Operating Software

- 7.1 The Contractor must provide all necessary software, installation, setup and licensing documentation for the new laboratory equipment.

A8.0 New Equipment – Commissioning

- 8.1 The Contractor's assigned Equipment Technician will be responsible for all calibration, testing and complete commissioning of the new equipment and equipment operating software.

A9.0 Laboratory Technician Training – On Site

- 9.1 The Contractor must provide 2 days of on-site training for laboratory staff by a Factory Trained and or Certified Technician who is totally familiar with the new Carbon and Nitrogen Analyzer.

A10 Additional System Requirements

- 10.1 The supplier must provide owner's manual and replacement parts list including parts identification numbers;
- 10.2 The supplier must provide their Service Department Contact Information in case of equipment malfunction or operational questions or technical support during and outside of Warranty Period.

A11 Constraints

- 11.1 Mandatory Completion: within 6 weeks following contract award.
- 11.2 Mandatory Completion is considered as follows:
- 11.2.1 Supply new equipment and accessories including system operating software.
 - 11.2.2 Supply new equipment with "Standard Manufacturer's Warranty Documentation".
 - 11.2.3 Supply new equipment with Owner's Manual and replacement parts list including parts identification numbers.
 - 11.2.4 Supply new equipment with "Service Department Contact Information" in case of equipment malfunction or operational questions or technical support during and outside of Warranty Period.
 - 11.2.5 Equipment to be fully commissioned and operating to the satisfaction of Agriculture and Agri-Food Canada Scientific Site Authority.
 - 11.2.6 All laboratory staff training requirements complete.

Solicitation No. - N° de l'invitation
01686-150282/A
Client Ref. No. - N° de réf. du client
01686-150282

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-4-37153

Buyer ID - Id de l'acheteur
tor003
CCC No./N° CCC - FMS No./N° VME

ANNEX "B"
BASIS OF PAYMENT

Bidders must provide firm lot prices in Canadian funds including travel and living expenses, Canadian customs duties, excise taxes, F.O.B. destination and any delivery. The total amount of Harmonized Sales Tax (HST) is to be show separately, if applicable.

1. Firm Requirement Firm

Firm Lot Price

For the supply, delivery, installation, calibration, and commissioning of one (1) new Carbon and Nitrogen Analyzer and two (2) day on –site training for laboratory staff in accordance with Annex A, Requirement.

\$ _____

Make: _____

Model: _____