

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des
soumissions - TPSGC
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

Proposal To: Public Works and Government
Services Canada

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

Proposition aux: Travaux Publics et Services
Gouvernementaux Canada

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

Comments - Commentaires

Title - Sujet TRUCK MOUNTED WORKSHOPS	
Solicitation No. - N° de l'invitation W6399-160264/A	Date 2015-06-09
Client Reference No. - N° de référence du client W6399-160264	
GETS Reference No. - N° de référence de SEAG PW-\$\$HS-597-67466	
File No. - N° de dossier hs597.W6399-160264	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-07-20	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: Bourassa, Chantal	Buyer Id - Id de l'acheteur hs597
Telephone No. - N° de téléphone (819) 956-6763 ()	FAX No. - N° de FAX (819) 956-5227
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Industrial Vehicles & Machinery Products Division
11 Laurier St./11, rue Laurier
7B1, Place du Portage, Phase III
Gatineau
Québec
K1A 0S5

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

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PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation and resulting contract document is divided into seven (7) parts plus 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;
- Part 6 Security, Financial and Other Requirements includes specific requirements that must be addressed by bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The attachments include the Annex A - Pricing, Annex B – Statement of Work for Truck-Mounted Workshops and Annex C – Bid Evaluation Process for the Truck-Mounted Workshops.

2. Summary

The Department of National Defence has a requirement to purchase three (3) Truck-Mounted Workshops and ancillary items, including training and installation, in accordance with the Annex B – Statement of Work for Truck-Mounted Workshops, dated 13 March 2015, and as described at Annex A - Pricing.

The requirement includes an option to purchase up to nine (9) Truck-Mounted Workshops and ancillary items to be exercised within twenty-four (24) months from the effective date of the contract.

3. Trade Agreements

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement, the North American Free Trade Agreement, the Canada-Columbia Free Trade Agreement, the Canada-Peru Free Trade Agreement, the Canada-Panama Free Trade Agreement and the Agreement on Internal Trade.

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4. Debriefings

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

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PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](#) issued by Public Works and Government Services Canada (PWGSC).

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the terms 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 05.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: Bids will remain open for acceptance for a period of not less than sixty (60) days from the closing date of the bid solicitation

Insert: Bids will remain open for acceptance for a period of not less than ninety (90) calendar days from the closing date of the bid solicitation

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.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

4. Applicable Laws - Bid

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

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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.

5. Improvement of Requirement During Solicitation Period

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

6. Environmental Considerations

Canada is committed to greening its supply chain. In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired.

Environmental performance considerations include, among other things: the reduction of greenhouse gas emissions and air contaminants; improved energy and water efficiency; reduced waste and support reuse and recycling; the use of renewable resources; reduced hazardous waste; and reduced toxic and hazardous substances. In accordance with the Policy on Green Procurement, for this solicitation:

The successful bidder will be requested, after contract award, to provide all correspondence including (but not limited to) documents, reports and invoices in electronic format unless otherwise specified by the Contracting Authority, the Technical Authority or the Procurement Authority, thereby reducing printed material.

Bidders should recycle (shred) unneeded copies of non-classified/secure documents (taking into consideration the Security Requirements).

Product components used in performing the services should be recyclable and/or reusable, whenever possible.

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PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

First page of the Request for Proposal signed by the bidder or an authorized representative of the Bidder (1 signed copy)

Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

Section IV: Additional Information (1 hard copy)

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>). To assist Canada in reaching its objectives, bidders should:

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

Section I: Technical Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

1. Substitutes and Alternatives

1. Substitutes and alternatives that are equivalent in form, fit, function, quality and performance will be considered for acceptance by the Technical Authority where the Bidder:

- (a) Clearly identifies a substitute and/or an alternative;
- (b) Designates the brand name, model and/or part number of the substitute and/or of the product, where applicable;

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- (c) States that the substitute product is fully interchangeable with the item specified in the technical requirement description;
 - (d) Provides complete specifications and brochures, where applicable;
 - (e) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
 - (f) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.
2. Substitutes and alternatives offered as equivalent in form, fit, function quality and performance will not be considered for acceptance by the Technical Authority if:
- (a) The bid fails to provide all of the information requested to allow the Technical Authority to fully evaluate the equivalency; or
 - (b) The substitute and/or the alternative fail to meet or fail to exceed the technical requirements specified in the technical requirement description.
3. Bidders are encouraged to offer or suggest green products whenever possible.

Section II: Financial Bid

Bidders must submit their bid in accordance with the Basis of Payment specified in Part 7 and Annex A - Pricing. The total amount of applicable taxes must be shown separately.

Bidders should complete Annex A and submit it with their bid.

1. SACC Manual Clauses

1.1 Exchange Rate Fluctuation Risk Mitigation

1. The Bidder may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Bidder claims for an exchange rate adjustment, this request must be clearly indicated in the bid at time of bidding. The Bidder must submit form [PWGSC-TPSGC 450](#), Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.
2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.

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3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
4. At time of bidding, the Bidder must complete columns (1) to (4) on form [PWGSC-TPSGC 450](#) , for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Bidder will not be accepted for the purposes of this exchange rate fluctuation provision.

Section III: Certifications

1. Certifications

Bidders must submit the certifications required under Part 5.

Section IV: Additional Information

1. Additional Information

Canada requests that bidders submit the following information:

1.1 Best Delivery Date – Bid

1.1.1 Firm Quantity

While delivery of the equipment/vehicle is requested by November 2, 2015, the best delivery that could be offered is as follows:

Item 001 – three (3) Truck-Mounted Workshops and ancillary items will be delivered and installed within _____ weeks/calendar days from the effective date of the contract.

1.1.2 Optional Quantity

The best delivery that could be offered is as follows:

Item 002 - If an option is exercised, up to nine (9) Truck-Mounted Workshops and ancillary items will be delivered and installed within _____ weeks/calendar days.

1.2 Supplier Contacts

Name and telephone number of the person responsible for:

General enquiries

Name: _____

Telephone No. _____

Facsimile No. _____

E-mail address: _____

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Delivery follow-up

Name: _____

Telephone No. _____

Facsimile No. _____

E-mail address: _____

1.3 After Sales Service – Destination A – Richmond, Ontario

Canada requests that the Bidder provide the names, addresses and telephone numbers of their dealers and/or agents authorized to provide after sales service, maintenance and warranty repairs, and a full range of repair parts for the vehicle/equipment offered. The Bidder should show the distance between the delivery location and the authorized dealer and/or agent and the delivery location, which should not be more than 100 kilometres.

Distance between the delivery location and the dealer and/or agent: _____ km

Name: _____

Address: _____

Telephone number: _____

1.3.1 After Sales Service – Destination B – Colwood, BC

Canada requests that the Bidder provide the names, addresses and telephone numbers of their dealers and/or agents authorized to provide after sales service, maintenance and warranty repairs, and a full range of repair parts for the vehicle/equipment offered. The Bidder should show the distance between the delivery location and the authorized dealer and/or agent and the delivery location, which should not be more than 100 kilometres.

Distance between the delivery location and the dealer and/or agent: _____ km

Name: _____

Address: _____

Telephone number: _____

1.3.1.1 After Sales Service – Destination C – Dartmouth, NS

Canada requests that the Bidder provide the names, addresses and telephone numbers of their dealers and/or agents authorized to provide after sales service, maintenance and warranty repairs, and a full range of repair parts for the vehicle/equipment offered. The Bidder should show the distance between the delivery location and the authorized dealer and/or agent and the delivery location, which should not be more than 100 kilometres.

Distance between the delivery location and the dealer and/or agent: _____ km

Name: _____

Address: _____

Telephone number: _____

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1.4 Manufacturer's Standard Warranty Period

Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the vehicle/equipment and its component that exceeds the minimum warranty period of twelve (12) months or 2000 hours of usage, whichever comes first. Any additional manufacturer's standard warranty such as those derived from the Original Equipment Manufacturer (OEM) for component/sub-assemblies will form part of the proposed contract.

1.5 Extended Warranty Period

Canada requests that the Bidder indicate if an extended warranty period is being offered that exceeds the minimum warranty period of twelve (12) months or 2000 hours of usage, whichever comes first.

If yes, Canada requests that the Bidder provide details and pricing information of any extended warranty period available for the vehicle/equipment and any ancillary items.

Any extended warranty period offered will not be included in the financial evaluation.

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PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

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.

1.1. Mandatory Technical Evaluation Criteria

1.1.1 Mandatory Proof of Compliance

Bidders must submit, with their bid, all proof of compliance required in the Annex B – Statement of Work for Truck-Mounted Workshops.

Bidders must submit, with their bid, the complete Annex C – Bid Evaluation Process for the Truck Mounted Workshops.

1.1.2 Substitutes and/or Alternatives

Bidders proposing substitutes and/or alternatives must provide with their bid, all the information as detailed in Part 3, Section 1, - Substitutes and Alternatives to be considered for evaluation.

1.2. Mandatory Financial Evaluation Criteria

1.2.1. Bidders must provide with their bid all financial information requested in the bid solicitation and at Annex A - Pricing for items 001, 002 and 004.

1.2.2 The prices of the bid must be in Canadian dollars, DDP Delivered Duty Paid at destination, Incoterms 2000, for item 001 the firm quantity and FCA Free Carrier at Contractor's Canadian facility or the Contractor's Canadian Distribution Point, Incoterms 2000 for items 002 (optional quantity) and 004 (optional training), Canadian Custom Duties and Excise Taxes included where applicable, and Applicable Taxes are extra.

Bids will be evaluated on an aggregate price basis for the firm quantity, the optional quantity and the familiarization instructions/training (option) as follows:

1.2.3.1 the firm lot prices for the firm quantity will be multiplied by their identified quantities to obtain the evaluated price of the firm quantity

1.2.3.2 Since the optional quantities are to be exercised within twenty-four (24) months, calculation will be as follows:

- a) The sum of the firm lot prices for the optional quantity, for each period of twelve (12) months, will be divided by two (2) to obtain the average price;
- b) The average price will be multiplied by the identified estimated quantity to obtain the evaluated price of the optional quantity.

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1.2.3.3 the firm lot prices for the training (option) will be multiplied by the identified estimated quantity to obtain the evaluated price of the training (option).

1.2.3.4 the sum of all evaluated prices will determine the evaluated aggregate price

2. Basis of Selection

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

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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.

1. Certifications Required 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.

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.

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.

2. Additional Certifications Precedent to Contract Award

2.1 Product Conformance

The Bidder certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the contract, to all technical specifications of the purchase description(s).

This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

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Bidder's authorized representative signature

Date

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PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

1. Security Requirement

There is no security requirement associated with this bid solicitation.

2. Financial Capability

SACC Reference	Title	Date
A9033T	Financial Capability	2012-07-16

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PART 7 - RESULTING CONTRACT CLAUSES

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

1. Requirement - Contract

The Contractor must deliver and install three (3) Truck-Mounted Workshops and ancillary items, including familiarization instruction/training, in accordance with the Annex B – Statement of Work for Truck-Mounted Workshops, dated 13 March 2015 and at Annex A - Pricing.

An option is included to purchase up to nine (9) Truck-Mounted Workshops and ancillary items, including the installation to be exercised within twenty-four (24) months from the effective date of the contract.

1.1 Technical Changes, Substitutes and Alternatives

Any technical changes, substitutes and alternatives proposed by the Contractor must be evaluated for acceptance by the Technical Authority. Any substitutes and alternatives must be equivalent in form, fit, function, quality and performance to what is being replaced and must be at no additional cost to Canada. Substitutes and alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A contract amendment or a completed Design Change/Deviation form will be issued.

Should the Technical Authority not accept the substitute or the alternative and the Contractor is unable to meet the technical requirement, Canada may terminate the contract for default in accordance with the general conditions stated in the contract.

1.2 Optional Goods and/or Services

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

The option may be exercised at the discretion of Canada in whole or in part or in more than one occasion, up to the maximum quantity identified herein.

The Contracting Authority may exercise the option within twenty-four (24) months after contract award by sending a written notice to the Contractor.

The Contractor must advise the Technical Authority and Contracting Authority of any design updates that could affect the procurement of additional vehicles/equipment.

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>) issued by Public Works and Government Services Canada.

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2.1 General Conditions

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

Section 09 entitled Warranty of General Conditions 2010A is amended as follows:

At subsection 1, delete the following: "The warranty period will be twelve (12) months" and replace with the following: "The warranty period will be twelve (12) months, or 2,000 hours of usage, whichever comes first".

Delete subsection 2 in its entirety and replace with the following:

The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

If action to effect repairs under warranty cannot be initiated within two (2) working days and completed within a reasonable length of time or if the Contractor has no repair facilities in the immediate vicinity (within 100 kilometres) of the specified delivery destinations (consignees), Canada reserves the right to make such repairs and be reimbursed by the Contractor at the rate of \$103.91 per hour for labour and the cost for replaced parts."

All other provisions of the warranty section remain in effect.

3. Term of Contract

3.1 Delivery Date

Delivery of the vehicle/equipment must be made as follows:

Firm Quantity

Item 001 – three (3) Truck-Mounted Workshops, installation and ancillary items must be delivered within to be inserted by PWGSC weeks/calendar days from the effective date of the contract.

Optional Quantity

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Item 002 - If the option is exercised, up to nine (9) Truck-Mounted Workshops, installation and ancillary items must be delivered within to be inserted by PWGSC weeks/calendar days after an option is exercised.

4. Authorities

4.1 Contracting Authority

The Contracting Authority for the Contract is:

Chantal Bourassa
Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
LEFTD - HS Division
Place du Portage, Phase III, 7B1
Gatineau, Quebec K1A 0S5
Telephone: 819-956-6763
Facsimile: 819-956-5227
E-mail address: chantal.bourassa@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.

4.2 Procurement Authority

The Procurement Authority for the contract is:

To be inserted by PWGSC

DLP _____
National Defence Headquarters
Mgen. George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
Telephone: _____
Facsimile: _____
E-mail address: _____

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

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4.3 Technical Authority

The Technical Authority for the Contract is:

To be inserted by PWGSC

National Defence Headquarters
Mgen. George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
Telephone: _____
Facsimile: _____
E-mail address: _____

The Technical 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 Technical Authority; however, the Technical 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.

4.4 Contractor's Representative

General enquiries

Name: To be inserted by PWGSC
Telephone No. _____
Facsimile No. _____
E-mail address: _____

Delivery follow-up

Name: To be inserted by PWGSC
Telephone No. _____
Facsimile No. _____
E-mail address: _____

4.5 After Sales Service - Destination A – Richmond, Ontario

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs; and a full range of repair parts for the vehicle/equipment offered:

Distance between the delivery location and the dealer and/or agent: to be inserted by PWGSC km

Name:
Address:
Telephone Number:

4.5.1 After Sales Service – Destination B – Colwood, BC

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Canada requests that the Bidder provide the names, addresses and telephone numbers of their dealers and/or agents authorized to provide after sales service, maintenance and warranty repairs, and a full range of repair parts for the vehicle/equipment offered. The Bidder should show the distance between the delivery location and the authorized dealer and/or agent and the delivery location, which should not be more than 100 kilometres.

Distance between the delivery location and the dealer and/or agent: _____ km

Name: _____

Address: _____

Telephone number: _____

4.5.1.1 After Sales Service – Destination C – Dartmouth, NS

Canada requests that the Bidder provide the names, addresses and telephone numbers of their dealers and/or agents authorized to provide after sales service, maintenance and warranty repairs, and a full range of repair parts for the vehicle/equipment offered. The Bidder should show the distance between the delivery location and the authorized dealer and/or agent and the delivery location, which should not be more than 100 kilometres.

Distance between the delivery location and the dealer and/or agent: _____ km

Name: _____

Address: _____

Telephone number: _____

5. Payment

5.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm price(s) specified in Annex "A" - Pricing, and as follows:

5.1.1 Basis of Payment (BOP) Type 1

Firm lot prices in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision (as applicable).

5.1.2 Basis of Payment (BOP) Type 2

Firm lot prices in Canadian dollars, FCA Free Carrier, Incoterms 2000 at Contractor's Canadian facility or Contractor's Canadian distribution point, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision (as applicable).

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5.1.3 Basis of Payment (BOP) Type 3

Price to be negotiated in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

The transportation cost will be "negotiated" when Canada intends to exercise an option and has identified the applicable quantities and destinations. When requested by Canada, as a basis for negotiation, the Contractor must provide the transportation price(s) and relevant information.

5.1.4 Basis of Payment (BOP) Type 4

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive (<http://www.njc-cnm.gc.ca/directive/index.php?sid=90&hl=1&lang=eng>), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Technical Authority. All payments are subject to government audit.

When requested by Canada, the Contractor must provide an estimated cost and relevant information for the travel and living.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision (as applicable).

5.2 SACC Manual Clauses

SACC Reference	Title	Date
C6000C	Limitation of Price	2011-05-16
H1001C	Multiple Payments	2008-05-12

5.3 Exchange Rate Fluctuation Adjustment

1. The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
2. For each line item where a FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the exchange rate fluctuation amount is determined in accordance with the provision of this clause.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provisions in the contract. The exchange rate adjustment amount will be calculated in accordance with the following formula:
Adjustment = FCC x Qty x ($i_1 - i_0$) / i_0
where formula variables correspond to:

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FCC

Foreign Currency Component (per unit)

i_0

Initial exchange rate (CAN\$ per unit of foreign currency [e.g. US\$1])

i_1

exchange rate for adjustments (CAN\$ per unit of foreign currency [e.g. US\$1])

Qty

quantity of units

4. The initial exchange rate is typically set as the noon rate as published by the Bank of Canada on the solicitation closing date.
5. For goods, the exchange rate for adjustment will be the noon rate as published by the Bank of Canada on the date the goods were delivered. For services, the exchange rate for adjustment will be the noon rate on the last business day of the month for which the services were performed. For advance payments, the exchange rate for adjustment will be the noon rate on the date the payment was due. The most recent noon rate will be used for non-business days.
6. The Contractor must indicate the total exchange rate adjustment amount (either upward, downward or no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form [PWGSC-TPSGC 450](#), Claim for Exchange Rate Adjustments.
7. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form [PWGSC-TPSGC 450](#) (i.e. $[i_1 - i_0] / i_0$).
8. Canada reserves the right to audit any revision to costs and prices under this clause.

6. Invoicing

6.1 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions.
2. Invoices cannot be submitted before delivery, inspection and acceptance of the vehicle/equipment/service.
3. The Applicable Taxes must be calculated on the total amount of the invoice before the holdback is applied. At the time the holdback is claimed, there will be no taxes payable as they were claimed and payable under the previous invoice for the vehicle/equipment/service.
4. Upon delivery, inspection and acceptance of all ancillary items related to such vehicle/equipment/service the Contractor can submit an invoice for the release of the holdback.

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5. Each invoice must be supported by:

(a) a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;

6. The Contractor is requested to provide invoices in electronic format unless otherwise specified by the Contracting Authority or Procurement Authority, thereby reducing printed material.

7. Invoices must be distributed as follows:

(a) The original must be forwarded or emailed to the Procurement Authority identified under the section entitled "Authorities" of the Contract for acceptance and payment.

(b) One (1) copy must be forwarded or emailed to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

(c) One (1) copy must be forwarded to the consignee.

6.2 Holdback

1. Canada will apply a ten (10) percent holdback on any due payment for the vehicle/equipment/service (Items 001, 002 and 004) until delivery, inspection and acceptance of all ancillary items related to such vehicle/equipment/service.

2. Subsequent to delivery, inspection and acceptance of all ancillary items related to such vehicle/equipment/service the Contractor must submit an invoice for the release of the Holdback in accordance with "Invoicing Instructions" found in this contract.

7. Certifications

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.

8. Applicable Laws - Contract

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

9. Priority of Documents

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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 2010A (2014-11-27) General Conditions - Medium Complexity - Goods;
- (c) Annex A - Pricing;
- (d) Annex B – Statement of Work for Truck-Mounted Workshops, dated 13 March 2015;
- (e) The Contractor's bid dated (to be inserted by PWGSC) _____, as amended (to be inserted by PWGSC) _____.

10. SACC Manual Clauses

SACC Reference	Title	Date
A1009C	Work Site Access	2008-05-12
A9006C	Defence Contract	2012-07-16
A9049C	Vehicle Safety	2011-05-16
C2800C	Priority Rating	2013-01-28
C2801C	Priority Rating - Canadian Contractors	2011-11-27
D5545C	ISO 9001:2008 Quality Management Systems - Requirements (QAC C)	2010-08-16
G1005C	Insurance	2008-05-12

11. Inspection and Acceptance

The Technical Authority or his representative is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or its representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

12. Preparation for Delivery - Packaging Requirement using Specification D-LM-008-036/SF-000)

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

13. Shipping Instructions - Delivery at Destination

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (in accordance with Annex A - Pricing) as specified below. Unless otherwise directed, delivery must be made by the most economical means. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and Applicable Taxes.

2. The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the person identified in Annex A - Pricing. The consignee may refuse shipments when prior arrangements have not been made.

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14. Post-Contract Award Meeting

Within ten (10) calendar days from the effective date of the Contract, the Contractor must contact the Contracting Authority to determine if a post-contract award meeting is required. A meeting will be convened at the discretion of the Technical Authority after contract award to review technical and contractual requirements. The Contractor shall be responsible for the preparation and distribution of the minutes of meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Contractor's facilities or at the Department of National Defence facility or via teleconference, at Canada's discretion at no additional cost to Canada, with representatives of the Contractor, the Department of National Defence and Public Works and Government Services Canada.

15. Tools and Loose Equipment

For shipment verification, all items and tools, which are shipped loose with the vehicle/equipment must be listed on the Inspection Certificate (CF1280) or on an attached packing note.

16. Assembly/Preparation at Delivery

The Contractor must send a Service Representative to each delivery destination to perform the assembly/preparation on all vehicles/equipment delivered. The assembly/preparation must be performed at no additional cost to Canada.

17. Interchangeability

Unless changes during the production run are authorized by the Contracting Authority, all vehicles/equipment supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

18. Environmental Considerations

Canada is committed to greening its supply chain. In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired.

Environmental performance considerations include, among other things: the reduction of greenhouse gas emissions and air contaminants; improved energy and water efficiency; reduced waste and support reuse and recycling; the use of renewable resources; reduced hazardous waste; and reduced toxic and hazardous substances. In accordance with the Policy on Green Procurement:

The Contractor is requested to provide all correspondence including (but not limited to) documents and reports in electronic format unless otherwise specified by the Contracting Authority, the Technical Authority or the Procurement Authority, thereby reducing printed material.

The Contractor should recycle (shred) unneeded copies of non-classified/secure documents (taking into consideration the Security Requirements).

Product components used in performing the services should be recyclable and/or reusable, whenever possible.

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ANNEX A - PRICING

Item 001 – Truck-Mounted Workshops (Firm Quantity)

The Contractor must deliver and install three (3) Truck-Mounted Workshops and ancillary items such as but not limited to vehicle manuals, including training, in accordance with the attached Annex B – Statement of Work for Truck-Mounted Workshops, dated 13 March 2015.

Manufacturer: (to be inserted by PWGSC) Model: (to be inserted by PWGSC)

Destination A

One (1) Truck-Mounted Workshop and ancillary items must be delivered to:

Department of National Defence
8355 Franktown Road
Richmond, Ontario
K1A 0K2
Canada

The contact person at destination is: (to be inserted by PWGSC).

Firm lot price of \$_____ per vehicle/equipment and ancillary items, Delivered Duty Paid (... named place of destination), in accordance with Part 7, Basis of Payment Type 1.

Destination B

One (1) Truck-Mounted Workshop and ancillary items must be delivered to:

Department of National Defence
WCD-CFB Esquimalt – Colwood Site
Bldg 305 Wilfret Road
Colwood, BC
V9B 1J1
Canada

The contact person at destination is: (to be inserted by PWGSC).

Firm lot price of \$_____ per vehicle/equipment and ancillary items, Delivered Duty Paid (... named place of destination), in accordance with Part 7, Basis of Payment Type 1.

Destination C

One (1) Truck-Mounted Workshop and ancillary items must be delivered to:

Department of National Defence – ECD
A-Hangar 12 Wing Shearwater Flog Supply

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Bldg 30, 240 Bonaventure Ave
Darthmouth, NS
B0J 3A0
Canada

The contact person at destination is: (to be inserted by PWGSC).

Firm lot price of \$_____ per vehicle/equipment and ancillary items, Delivered Duty Paid (... named place of destination), in accordance with Part 7, Basis of Payment Type 1.

Item 002 – Truck-Mounted Workshop (Optional Quantity)

If this option is exercised, the Contractor must deliver and install up to nine (9) Truck-Mounted Workshops and ancillary items such as but not limited to vehicle manuals, excluding training, in accordance with the attached Annex B – Statement of Work for Truck-Mounted Workshop, dated 13 March 2015.

1st Year - First 12 months period from date of contract award

Firm lot price of \$_____ per vehicle/equipment and ancillary items, at Contractor's Canadian facility or Contractor's Canadian distribution point in accordance with Part 7, Basis of Payment Type 2.

2nd year - Second 12 months period from date of contract award

Firm lot price of \$_____ per vehicle/equipment and ancillary items, at Contractor's Canadian facility or Contractor's Canadian distribution point in accordance with Part 7, Basis of Payment Type 2.

Manufacturer: (to be inserted by PWGSC) Model: (to be inserted by PWGSC)

tem 003 - Transportation Cost (Optional Quantities)

If an option is exercised in accordance with item 002 above, the Contractor must deliver the vehicle/equipment to destination as follows:

Quantity: (to be inserted by PWGSC if an option is exercised)

The Truck-Mounted Workshop and ancillary items must be delivered to:

(to be inserted by PWGSC if an option is exercised)

The contact person at destination is: (to be inserted by PWGSC if an option is exercised).

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Negotiated price of \$(to be negotiated if an option is exercised) per vehicle/equipment, for transportation cost, Delivered Duty Paid (... named place of destination), in accordance with Part 7, Basis of Payment Type 3.

(Item 003 will not be included in the financial evaluation)

Item 004 - Training (Option)

If this option is exercised, the Contractor must provide up to three (3) training, in accordance with the attached Annex B – Statement of Work for Truck-Mounted Workshop, dated 13 March 2015.

Firm unit price of \$_____ per training in accordance with Part 7, Basis of Payment Type 2.

Item 005 - Travel and Living Expenses – National Joint Council Directive, for Training (Option)

The Contractor must deliver the training to:

(to be inserted by PWGSC if an option is exercised)

Estimated Cost: \$(to be inserted by PWGSC if an option is exercised) in accordance with Part 7, Basis of Payment Type 4.

(Item 005 will not be included in the financial evaluation)

Item 006 – Extended Warranty Period

If the warranty period is extended for an additional period of _____ months/calendar days, the Contractor will be paid a firm unit price of \$_____ per vehicle/equipment, Goods and Services Tax or the Harmonized Sales Tax extra.

(Item 006 will not be included in the financial evaluation)

STATEMENT OF WORK FOR TRUCK-MOUNTED WORKSHOPS

1.0 SCOPE

1.1 Purpose

The purpose of this statement of work is to define the scope and requirements for the provision and installation of truck-mounted workshops to the Department of National Defence (DND).

1.2 Background

DND has a requirement for provision and up-fitting of full-height walk-in truck caps to be used as mobile workshops in the maritime environment. This equipment will be referred to as the Truck-Mounted Workshop.

1.3 Applicable Documents

The following documents form part of this statement of work to the extent specified and are supportive of this statement of work when referenced; any other documents are to be considered supplemental information only. In the event of a conflict between the documents and the contents of this statement of work, then the contents of this statement of work shall take precedence.

Canadian Motor Vehicle Safety Standards (CMVSS)
International Standards Council of Canada
Safety Acts and Regulations
Standardization Branch, 350 Sparks St
Suite 1200, Ottawa, Ontario K1P 6N7

1.4 Dimensions

All dimensions quoted within this specification are nominal and must be treated as approximate dimensions ($\pm 5\%$). Nominal dimensions reflect a method by which materials or products are generally identified for sale commercially, but which differ from the actual dimensions.

2.0 DELIVERABLES

The Contractor shall provide the following:

- (a) Quantity three (3) Truck-Mounted Workshops in accordance with Section 3.3;
- (b) Installation at DND locations of the Truck-Mounted Workshops on the DND provided vehicles;
- (c) Delivery of the vehicles to the specified DND locations after up-fitting of the Truck-Mounted Workshops; and
- (d) Training in accordance with Section 2.1.

2.1 Training

The Contractor shall provide:

- (a) A one (1) day (up to 8 hours) familiarization instruction, in English, for a maximum of four (4) DND operators and maintainers at each delivery location;

- (b) Training to be provided upon delivery or within two (2) weeks of delivery, as arranged with the DND Technical Authority;
- (c) The instruction shall include the detailed operation and normal servicing of the Truck-Mounted Workshop; and
- (d) Provision of all training materials including operator and maintenance manuals to each DND candidate.

3.0 REQUIREMENTS

3.1 General

The Contractor shall:

- (a) Install the Truck-Mounted Workshop on to the DND provided 2015 Dodge Ram 3500 Dual Rear Wheel trucks with eight (8) foot length beds;
- (b) Complete all connections from the Truck-Mounted Workshop to the vehicle electrical system as required (lights, signals, etc.);
- (c) Not, in the performance of the work, render the vehicle illegal to operate on Canadian roadways in accordance with the CMVSS.
- (d) Deliver one (1) Truck-Mounted Workshop to each of the following locations:
 - i. Delivery Point 1: Department of National Defence, 8355 Franktown Road, Richmond, Ontario, K1A 0K2;
 - ii. Delivery Point 2: Department of National Defence, CFB Esquimalt, Colwood Site, Colwood, BC, V9C 1A3; and
 - iii. Delivery Point 3: Department of National Defence, CFB Shearwater, Shearwater, NS, B0J 3A0.
- (e) Upon delivery, remove and dispose of all packing material used for transport.

3.2 Pre-Delivery Inspection

Prior to leaving the Contractor's facility, the completed Truck-Mounted Workshops will be inspected by the DND Technical Authority for completeness, workmanship and safety. Any work deemed unsatisfactory shall be rectified by the Contractor and verified by the Technical Authority prior to final delivery to DND.

3.3 Truck-Mounted Workshop – Proof of Compliance

The Truck-Mounted Workshop shall include the following as a minimum:

- (a) Utilize the SPACEKAP DIABLO® eight (8) foot length canopy compatible with the 2015 Dodge Ram 3500 Dual Rear Wheel truck with eight (8) foot length bed as follows:
 - i. Fiberglass construction with an exterior white gel-coat finish;
 - ii. 40/60 rear split doors as follows:
 - a. Stainless steel hardware (hinges, etc.);
 - b. Lockable latches on each door; and
 - c. 70% Visible Light Transmission (VLT) black tinted windows in each door;

- iii. Does not require vehicle modification (drilling, etc.) for installation;
 - iv. Includes LED 3rd brake light; and
 - v. Includes LED interior lighting;
- (b) Include a generator as follows:
- i. Electric start gas motor, 4 stroke, air cooled with a low oil level warning (audible and visible, and a minimum 13 liters (3 Imperial Gallons) fuel tank;
 - ii. Minimum 3 kW with outputs as follows:
 - a. 120 Volts AC at 60 Hz; and
 - b. 12 VDC;
 - iii. Installed in a compartment on the right (curb) side of the canopy that permits operation of the generator while working safely within the canopy, as follows:
 - a. Heavy gauge aluminum construction with heat resistant and sound proofing insulation lining on all sides;
 - b. A vented access door that opens upward with a means to hold the door in the up (open) position without operator intervention;
 - c. Mounted on a heavy-duty slide-out tray that permits the generator to be fully drawn out of the compartment for servicing, with slides rated to hold the weight of the generator in the fully extended position;
- (c) General features as follows:
- i. Cabinets, shelving and doors constructed from heavy duty welded aluminum;
 - ii. Doors and drawers securely self-latch when closing; and
 - iii. Shelving to have adjustable dividers and rubber lining;
- (d) Interior road (left) side fixtures as follows:
- i. Heavy Duty Workbench with a heavy gauge aluminum top as follows:
 - a. Length: 240 cm (96 in);
 - b. Depth: 50 cm (20 in) with a 8 cm (3 in) backsplash; and
 - c. Height from floor: 97 cm (38 in);
 - ii. Under-mounted cabinets as follows:
 - a. Two (2) cabinets, mounted at either end, as follows:
 - 1. Upper three (3) drawer cabinet with dimensions as follows:
 - a. Length: 60 cm (24 in);
 - b. Height: 48 cm (19 in); and
 - c. Depth: 50 cm (20 in);
 - 2. Lower single door cabinet with dimensions as follows:
 - a. Length: 60 cm (24 in);
 - b. Height: 30 cm (12 in); and
 - c. Depth: 20 cm (8 in);
 - b. One (1) double door cabinet, mounted in the center of the workbench between the three (3) drawer cabinets with dimensions as follows:
 - 1. Length: 120 cm (48 in);
 - 2. Height: 48 cm (19 in); and
 - 3. Depth: 50 cm (20 in);
 - iii. Overhead cabinet as follows:
 - a. Length: 240 cm (96 in);
 - b. Height: 30 cm (12 in); and
 - c. Depth: 35 cm (14 in);
- (e) Interior curb (right) fixtures as follows:

- i. Rear cabinets as follows:
 - a. Lower four (4) drawer cabinet with dimensions as follows:
 - 1. Length: 60 cm (24 in);
 - 2. Height: 60 cm (24 in); and
 - 3. Depth: 50 cm (20 in);
 - b. Upper double door cabinet with dimensions as follows:
 - 1. Length: 60 cm (24 in);
 - 2. Height: 60 cm (24 in); and
 - 3. Depth: 50 cm (20 in);
 - ii. Shelving unit mounted forward of the rear cabinets as follows:
 - a. Two (2) shelves above the generator compartment with dimensions as follows:
 - 1. Length: 183 cm (72 in); and
 - 2. Depth: 30 cm (12 in);
 - b. Cabinets mounted below the shelves as follows:
 - 1. Upper double door cabinet with dimensions as follows:
 - a. Length: 91 cm (36 in);
 - b. Height: 56 cm (22 in); and
 - c. Depth: 51 cm (20 in);
 - 2. Lower shelf with dimensions as follows:
 - a. Length: 91 cm (36 in); and
 - b. Depth: 51 cm (20 in);
- (f) Cab overhang as follows:
- i. Reinforced floor with minimum 1.3 cm (0.5 in) plywood covered by a non-slip rubber mat;
 - ii. Cargo stop (lip) built into the rear edge of the overhang; and
 - iii. Minimum four (4) D-ring tie downs, minimum one (1) in each corner;
- (g) Floor to be covered with a permanently fixed non-slip material that provides cushioning relief for extended periods of standing;
- (h) Electrical system as follows:
- i. Include a 120 Volt AC shore power connection with a manual cross-connection to select shore power or generator;
 - ii. 120 Volt AC power panel with circuit breakers rated for the Ground-Fault Circuit Interrupter (GFCI) plugs and lighting;
 - iii. Include five (5) 120 Volt AC GFCI plugs installed in the following locations:
 - a. One (1) plug on either end of the workbench (total two (2) plugs);
 - b. One (1) plug at the rear of the cargo area, accessible from the door when standing outside the canopy;
 - c. One (1) plug at the front of the cargo area;
 - d. One (1) plug on the exterior of the canopy on the road (left) side and
 - e. Each plug to be wired independently to the power panel;
 - iv. Include lighting as follows:
 - a. Overhead lighting to provide general lighting of the canopy interior;
 - b. Workbench LED task lighting sufficient to permit reading technical manuals; and
 - c. Exterior LED flood lighting to provide illumination to the rear of the vehicle and under the awning;
 - v. Installed using protected (insulated) wiring as follows:
 - a. Wiring to be permanently installed and routed out of sight;
 - b. Wiring to be of consistent type throughout the installation; and

- c. Wiring to be sized appropriately for the current, voltage and cable length;
- (i) Rear hitch mounted folding double access step as follows:
 - i. Constructed from heavy gauge aluminum;
 - ii. 25 cm wide x 50 cm long (10 in x 24 in); and
 - iii. Non-skid tread on steps;
- (j) Exterior canopy mounted awning as follows:
 - i. Minimum 210 cm (84 in) in length;
 - ii. Mounted on the road (left) side of the canopy;
 - iii. Self-supporting when extended (no ground support poles required); and
 - iv. Constructed with a heavy gauge frame and a weather resistant/waterproof awning;
- (k) Include a heavy duty jacking system with a minimum capacity of 1300 kg (2860 lbs) to lift the entire Truck-Mounted Workshop and contents off the vehicle bed for transfer to another vehicle without emptying or disturbing the contents of the workshop; and
- (l) Safety equipment as follows:
 - i. First aid kit;
 - ii. Fire extinguisher (class A,B,C); and
 - iii. Safety triangle kit.

**BID EVALUATION PROCESS
FOR THE
TRUCK MOUNTED WORKSHOPS**

1.0 GENERAL

1.1 Purpose

This document outlines the bid evaluation process for the Truck Mounted Workshops. Mandatory requirements are identified by the word "shall". All mandatory requirements shall be met.

1.2 Documentation

The Bidder shall provide the following documentation:

- (a) A completed Compliance Matrix including proof of compliance as specified in Table 1 must be provided with the bid;
- (b) Documentation provided with the bid as proof of compliance may include any or all of the following:
 - i. A technical description that details the components and construction of the Truck Mounted Workshop;
 - ii. Drawing or schematic which clearly depicts the dimensions and scale of the Truck Mounted Workshop; and
 - iii. Any additional documentation that provides product information.

2.0 EVALUATION

Table 1: Compliance Matrix

Item #	Ref. (Annex B)	Requirement	Proof of Compliance	Bid Reference
1	3.4(a)	Utilize the SPACEKAP DIABLO® eight (8) foot length canopy compatible with the 2015 Dodge Ram 3500 Dual Rear Wheel truck with eight (8) foot length bed as follows: <ul style="list-style-type: none"> i. Fiberglass construction with an exterior white gel-coat finish; ii. 40/60 rear split doors as follows: <ul style="list-style-type: none"> a. Stainless steel hardware (hinges, etc.); b. Lockable latches on each door; and c. 70% Visible Light Transmission (VLT) 	The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted Workshop is compliant with the canopy requirements specified.	

Item #	Ref. (Annex B)	Requirement	Proof of Compliance	Bid Reference
2	3.4(b)	<p>black tinted windows in each door; Does not require vehicle modification (drilling, etc.) for installation; Includes LED 3rd brake light; and Includes LED interior lighting;</p> <p>iii. iv. iv.</p> <p>Include a generator as follows:</p> <p>i. Electric start gas motor, 4 stroke, air cooled with a low oil level warning (audible and visible, and a minimum 13 liters (3 Imperial Gallons) fuel tank; Minimum 3 kW with outputs as follows: a. 120 Volts AC at 60 Hz; and b. 12 VDC;</p> <p>iii. Installed in a compartment on the right (curb) side of the canopy that permits operation of the generator while working safely within the canopy, as follows: a. Heavy gauge aluminum construction with heat resistant and sound proofing insulation lining on all sides; b. A vented access door that opens upward with a means to hold the door in the up (open) position without operator intervention; c. Mounted on a heavy-duty slide-out tray that permits the generator to be fully drawn out of the compartment for servicing, with slides rated to hold the weight of the generator in the fully extended position;</p>	<p>The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted Workshop is compliant with the generator requirements specified.</p>	
3	3.4(c)	<p>General features as follows:</p> <p>i. Cabinets, shelving and doors constructed from heavy duty welded aluminum; ii. Doors and drawers securely self-latch when closing; and</p>	<p>The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted</p>	

Item #	Ref. (Annex B)	Requirement	Proof of Compliance	Bid Reference
4	3.4(d)	<ul style="list-style-type: none"> iii. Shelving to have adjustable dividers and rubber lining; i. Interior road (left) side fixtures as follows: <ul style="list-style-type: none"> Heavy Duty Workbench with a heavy gauge aluminum top as follows: <ul style="list-style-type: none"> a. Length: 240 cm (96 in); b. Depth: 50 cm (20 in) with a 8 cm (3 in) backslash; and c. Height from floor: 97 cm (38 in); ii. Under-mounted cabinets as follows: <ul style="list-style-type: none"> a. Two (2) cabinets, mounted at either end, as follows: <ul style="list-style-type: none"> 1. Upper three (3) drawer cabinet with dimensions as follows: <ul style="list-style-type: none"> a. Length: 60 cm (24 in); b. Height: 48 cm (19 in); and c. Depth: 50 cm (20 in); 2. Lower single door cabinet with dimensions as follows: <ul style="list-style-type: none"> a. Length: 60 cm (24 in); b. Height: 30 cm (12 in); and c. Depth: 20 cm (8 in); b. One (1) double door cabinet, mounted in the center of the workbench between the three (3) drawer cabinets with dimensions as follows: <ul style="list-style-type: none"> 1. Length: 120 cm (48 in); 2. Height: 48 cm (19 in); and 3. Depth: 50 cm (20 in); iii. Overhead cabinet as follows: <ul style="list-style-type: none"> a. Length: 240 cm (96 in); b. Height: 30 cm (12 in); and 	<p>Workshop is compliant with the general requirements specified.</p> <p>The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted Workshop is compliant with the interior road (left) side requirements specified.</p>	

Item #	Ref. (Annex B)	Requirement	Proof of Compliance	Bid Reference
5	3.4(e)	<p>c. Depth: 35 cm (14 in);</p> <p>i. Interior curb (right) fixtures as follows: Rear cabinets as follows: a. Lower four (4) drawer cabinet with dimensions as follows: 1. Length: 60 cm (24 in); 2. Height: 60 cm (24 in); and 3. Depth: 50 cm (20 in); b. Upper double door cabinet with dimensions as follows: 1. Length: 60 cm (24 in); 2. Height: 60 cm (24 in); and 3. Depth: 50 cm (20 in);</p> <p>ii. Shelving unit mounted forward of the rear cabinets as follows: a. Two (2) shelves above the generator compartment with dimensions as follows: 1. Length: 183 cm (72 in); and 2. Depth: 30 cm (12 in); b. Cabinets mounted below the shelves as follows: 1. Upper double door cabinet with dimensions as follows: a. Length: 91 cm (36 in); b. Height: 56 cm (22 in); and c. Depth: 51 cm (20 in); 2. Lower shelf with dimensions as follows: a. Length: 91 cm (36 in); and b. Depth: 51 cm (20 in);</p>	<p>The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted Workshop is compliant with the interior curb (right) side requirements specified.</p>	
6	3.4(f)	<p>i. Cab overhang as follows: Reinforced floor with minimum 1.3 cm (0.5 in)</p>	<p>The Bidder shall provide technical data, including that specified in Section</p>	

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Item #	Ref. (Annex B)	Requirement	Proof of Compliance	Bid Reference
7	3.4(g)	<ul style="list-style-type: none"> ii. plywood covered by a non-slip rubber mat; Cargo stop (lip) built into the rear edge of the overhang; and iii. Minimum four (4) D-ring tie downs, minimum one (1) in each corner; <p>Floor to be covered with a permanently fixed non-slip material that provides cushioning relief for extended periods of standing;</p>	<p>1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted Workshop is compliant with the cab overhang requirements specified.</p> <p>The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted Workshop is compliant with the floor requirements specified.</p>	
8	3.4(h)	<p>Electrical system as follows:</p> <ul style="list-style-type: none"> i. Include a 120 Volt AC shore power connection with a manual cross-connection to select shore power or generator; ii. 120 Volt AC power panel with circuit breakers rated for the Ground-Fault Circuit Interrupter (GFCI) plugs and lighting; iii. Include five (5) 120 Volt AC GFCI plugs installed in the following locations: <ul style="list-style-type: none"> a. One (1) plug on either end of the workbench (total two (2) plugs); b. One (1) plug at the rear of the cargo area, accessible from the door when standing outside the canopy; c. One (1) plug at the front of the cargo area; d. One (1) plug on the exterior of the canopy on the road (left) side and e. Each plug to be wired independently to the power panel; iv. Include lighting as follows: <ul style="list-style-type: none"> a. Overhead lighting to provide general 	<p>The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted Workshop is compliant with the electrical system requirements specified.</p>	

Item #	Ref. (Annex B)	Requirement	Proof of Compliance	Bid Reference
9	3.4(i)	<p>lighting of the canopy interior;</p> <p>b. Workbench LED task lighting sufficient to permit reading technical manuals; and</p> <p>c. Exterior LED flood lighting to provide illumination to the rear of the vehicle and under the awning;</p> <p>v. Installed using protected (insulated) wiring as follows:</p> <p>a. Wiring to be permanently installed and routed out of sight;</p> <p>b. Wiring to be of consistent type throughout the installation; and</p> <p>c. Wiring to be sized appropriately for the current, voltage and cable length;</p>		
10	3.4(j)	<p>Rear hitch mounted folding double access step as follows:</p> <p>i. Constructed from heavy gauge aluminum;</p> <p>ii. 25 cm wide x 50 cm long (10 in x 24 in); and</p> <p>iii. Non-skid tread on steps;</p> <p>Exterior canopy mounted awning as follows:</p> <p>i. Minimum 210 cm (84 in) in length;</p> <p>ii. Mounted on the road (left) side of the canopy;</p> <p>iii. Self-supporting when extended (no ground support poles required); and</p> <p>iv. Constructed with a heavy gauge frame and a weather resistant/waterproof awning;</p>	<p>The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted Workshop is compliant with the rear hitch mounted folding double access step requirements specified.</p> <p>The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted Workshop is compliant with the exterior canopy requirements specified.</p>	
11	3.4(k)	<p>Include a heavy duty jacking system with a minimum capacity of 1300 kg (2860 lbs) to lift the entire Truck-Mounted Workshop and contents off the vehicle bed for transfer to another vehicle without emptying or disturbing the contents of the workshop;</p>	<p>The Bidder shall provide technical data, including that specified in Section 1.2(b) of this Annex and any other documentation that is required, to confirm that the Truck Mounted</p>	

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Item #	Ref. (Annex B)	Requirement	Proof of Compliance	Bid Reference
			Workshop is compliant with the jacking system requirements specified.	