



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

**Bid Receiving/Réception des sousmissions**

**BY MAIL OR COURIER ONLY**

GRC/RCMP  
Procurement and Contracting Services – Div «C»  
Att: Charles Langlois  
4225, West Dorchester Blvd.  
Montreal, QC H3Z 1V5  
Tel : (514) 939-8488 ext.3152

**REQUEST FOR  
PROPOSAL**

**DEMANDE DE  
PROPOSITION**

**Proposal to the Royal Canadian Mounted Police**

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 à la Gendarmerie royale du 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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments: - Commentaries :**

Vendor Name and Address  
Raison sociale et adresse du fournisseur

Tel : ( ) - \_\_\_\_\_  
Fax : ( ) - \_\_\_\_\_  
Email : \_\_\_\_\_@\_\_\_\_\_

|   |  |   |
|---|--|---|
| <b>Title – Sujet</b><br>For the supply of five (5) radio Site Shelters  |  | <b>Date :</b><br>2015-07-17   |
| <b>Solicitation No. – N° de l'invitation</b><br><b>201501817</b>  |  |   |
| <b>GETS Reference No. - No. De référence du SEAG</b>  |  |   |
| <b>Solicitation Closes – L'invitation prend fin</b>   |  |   |
| <b>At /à :</b> <b>14h00</b>   |  | <b>EST</b> (Eastern Standard Time)<br><b>HNE</b> (heure normale de l'Est) |
| <b>On / le :</b> <b>August 31<sup>st</sup> 2015</b>   |  |   |
| <b>F.O.B. – F.A.B</b><br><b>Destination</b>   | <b>GST – TPS</b><br>See herein — Voir aux présentes                            | <b>Duty – Droits</b><br>See herein — Voir aux présentes                   |
| <b>Destination of Goods and Services – Destinations des biens et services</b><br>Détachement de Québec<br>925, 9 <sup>e</sup> Rue de l'Aéroport, Québec QC G2G 2S5  |  |   |
| <b>Address Inquiries to –Adresser toute demande de renseignements à</b><br>Charles Langlois, Procurement Officer  |  |   |
| <b>Telephone No. – No. de téléphone</b><br>(514) 939-8488 ext.3152  | <b>Facsimile No. – No. de télécopieur</b><br>(514) 283-6475                    |   |
| <b>Email Address/Adresse de courriel</b><br><a href="mailto:charles.langlois@rcmp-grc.gc.ca">charles.langlois@rcmp-grc.gc.ca</a>  |  |   |
| <b>Delivery Required –Livraison exigée</b><br>See herein — Voir aux présentes   | <b>Delivery Offered –Livraison proposée</b><br>See herein — Voir aux présentes |   |
| <b>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 (type or print in block letters)</b> |  |   |
| <b>Signature</b><br><br><b>X</b>  | <b>Date</b>  |   |



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## PART 1 - GENERAL INFORMATION

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### 1.1. Security Requirement

There is no security requirement associated with the requirement.

### 1.2. Statement of Requirement

The requirement is detailed under Annex "A".

### 1.3. Debriefings

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

### 1.4. Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for Contractors to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at [boa.opo@boa.opo.gc.ca](mailto:boa.opo@boa.opo.gc.ca). You can also obtain more information on the OPO services available to you at their website at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

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## PART 2 - BIDDER INSTRUCTIONS

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### 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.

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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.

Section 01 – Integrity Provisions – Bid of 2003 referenced above is amended as follows:



Delete subsection 1.4 and 1.5 in their entirety.

### 2.1.1 SACC Clauses

B3000T                      Equivalent Products                      2006-06-16

### 2.2. Submission of Bids

Bids must be submitted only to the Royal Canadian Mounted Police (RCMP) 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 RCMP will not be accepted.

### 2.3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than fifteen (15) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

### 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 Quebec.

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

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### 3.1. Bid Preparation Instructions

Section I:            Technical Bid 2 copies required  
Section II:          Financial Bid 1 copy required  
Section III:        Certifications 1 copy required

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid. Canada requests that bidders follow the format instructions described below in the preparation of their bid:



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

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

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

### **Section I: Technical Bid**

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

### **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with Annex “B” Basis of Payment. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST), or Provincial Sales tax (PST) must be shown separately, if applicable.

#### **Exchange Rate Fluctuation**

The requirement does not provide for exchange rate fluctuation protection. Any request for exchange rate fluctuation protection will not be considered and will render the bid non-responsive.

### **Section III : Certification**

Bidders must submit the certifications required under Part 5

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

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### **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**

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

Must meet all the mandatory criteria indicated in the Annex « C ».

All pertinent documentation must be submitted to show that mandatory criteria are met.



#### 4.1.2 FINANCIAL EVALUATION

The responsive bid with the lowest **evaluated price** will be recommended for Contract award

#### 4.1.3 Evaluated Price

Evaluated price is defined as the sum of the **Initial contract** Five (5) shelters and the **Option to purchase** Five (5) shelters in accordance with Annex « B » Basis of Payment.

Formula: **Total Evaluated Price = (A) + (B)**

#### 4.2. Basis of Selection

4.2.1 To be declared responsive, a bid must:

- a) comply with all the requirements of the bid solicitation;
- b) meet all mandatory technical evaluation criteria.

4.2.2 Bids not meeting (a) or (b) will be declared non responsive. The responsive bid with the lowest cost will be recommended for award of a contract

Bidders should note that all contract awards are subject to Canada's internal approvals process, which includes a requirement to approve funding in the amount of any proposed contract. Despite the fact that the Bidder may have been recommended for contract award, a contract will only be awarded if internal approval is granted according to Canada's internal policies. If approval is not granted, no contract will be awarded.

### PART 5 : CERTIFICATIONS

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

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

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

#### 5.1. Certifications Precedent to Contract Award

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



the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

### **5.1.1 Integrity Provisions - Associated Information**

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in the Standard Instructions identified in this solicitation. 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](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.



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

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### **6.1. Security Requirement**

There is no security requirement associated with the requirement.

### **6.2. Statement of requirement**

The Contractor must deliver the goods in accordance with the Statement of Requirement at Annex "A".

### **6.3. Standard Clauses and Conditions**

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

Revision to Departmental Name: As this contract is issued by RCMP, any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

#### **6.3.1 General Conditions**

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

Section 29 – Integrity Provisions - Contract of 2010A referenced above is amended as follows:

Delete subsection 29.4 in its entirety.

### **6.4 Term of Contract**

#### **6.4.1 Delivery Date**

All deliverables must be delivered no later than twelve (12) weeks from Contract Award.

#### **6.4.2 Inspection and Acceptance**

The Technical Authority will be responsible for inspections. All reports, deliverables, documents, goods and services provided under the contract will be subject to inspection by the Technical Authority or its representative. If reports, documents, goods or services do not meet the SOW requirements and are not satisfactory according to the Technical Authority, the latter shall have the right to reject or request



correction, at the expense the contractor only, before recommending payment.

### **6.4.3 Option to Extend and increase in the quantity of the contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to Five (5) additional shelters under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment. Canada may exercise these options no later than March 31 2017.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority and will be evidenced for administrative purposes only, through a contract amendment. All deliverables must be delivered no later than twelve (12) weeks days following the written notice.

## **6.5. Authorities**

### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name : Charles Langlois  
Title: Procurement Officer  
Royal Canadian Mounted Police  
Telephone: (514) 939-8488 ext.3152  
E-mail address: [charles.langlois@rcmp-grc.gc.ca](mailto:charles.langlois@rcmp-grc.gc.ca)

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

### **6.5.2 Technical Authority**

The Technical Authority for the Contract is:

Name :  
Title:  
Telephone:  
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.



### 6.5.3 Contractor's Representative

Name : \_\_\_\_\_  
Title : \_\_\_\_\_  
Telephone : \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email \_\_\_\_\_@\_\_\_\_\_

### 6.6. Payment

#### 6.6.1 Basis of Payment-Firm Price

For the Work described in the statement of requirement in Annex A :

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid a *firm lot price* for a cost of \$\_\_\_\_\_. Customs duties are *included* and Applicable Taxes are extra.

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

#### 6.6.2 Terms of Payment

SACC Manual

Single Payment          H1000C          2008-05-12

### 6.7. Invoicing Instructions

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.

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.

### 6.8. Certifications

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

### 6.9. Applicable Laws



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

#### **6.10. Priority of Documents**

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

- a) the Articles of Agreement;
- b) the general conditions 2010A (2014-11-27) General conditions –Goods – medium complexity
- c) Annex A, Statement of requirement
- d) Annex B, Basis of payment
- e) The contractor's bid dated \_\_\_\_\_

#### **6.11. Insurance Requirements**

The Contractor must comply with the insurance requirements specified in Annex "D". The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

#### **6.12. Procurement Ombudsman**

##### **6.12.1 Dispute Resolution Services**

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties, to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term or condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa.opo@boa.opo.gc.ca](mailto:boa.opo@boa.opo.gc.ca).



### 6.12.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by [*the Contractor or the contractor or the name of the entity awarded this contract*] respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa.opo@boa.opo.gc.ca](mailto:boa.opo@boa.opo.gc.ca).



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## **ANNEX A – STATEMENT OF REQUIREMENT**

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# Statement of Requirement

Revision 2015.06

Fabrication of radio communications equipment shelters



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## Fabrication of radio communications equipment shelters

### **Objectives**

The RCMP has a requirement for the fabrication of five (5) Telecommunication shelters for the province of Quebec. The existing shelters are rotten and need to be replaced. The RCMP may exercise options to purchase up to a maximum of Five (5) additional shelters at the optional unit price during the option period which ends on March 31, 2017.

The shelters must be completed no later than twelve (12) weeks following contract award.



## Tasks and technical specifications

### FABRICATION

The work included in this contract will be the fabrication of **five (5)** shelters whose inner dimension 8' x 10'. The shelters must be covered and assembled in fiberglass to provide a unibody construction.

#### - Shelters Interior:

A cable tray system (cable ladder) 12" wide attached to the ceiling must be provided. The main cable tray must be mounted in the direction of the length of the shelter. A second cable tray (cable ladder) 12" wide attached to the ceiling must be installed so as to provide support in the direction of the width of the shelter. This second cable tray must be physically levelled with and attached to the main cable tray and installed with respect to each of the two cable entries located on the side walls.

Six (6) Power outlets « Twistlock » type, powered by six separate circuit breakers. They must be installed to be evenly attached on the long side of the cable tray in order to provide AC supply to future equipment cabinets installed on the long side of the shelter.

On the back wall, a weatherproof cable entry plate with 2 holes of 5" for corrugated coaxial cable is required. On each lateral walls, weatherproof cable entry plates with 2 holes of 5" (boot style) for corrugated coaxial cable are required. The opposite cable entries of the right and left walls must be linked by a cable tray attached to the central cable tray detailed above. For the delivery, all cable entry plates must be filled with insulation and fitted with conventional caps MICROFLECT type 5 "(or equivalent ).

The shelter must be equipped with a collapsible / retractable 18" x 48" adjustable in 3 positions workbench, that when stowed will provide the maximum movement inside the shelter. The workbench and its fasteners must be fixed in the structure and not only on the finishing side in order to maximize the strength of the assembly.

Three 3/4 " (plywood panels (G1S) GRADE" painted (typical industrial gray) must be installed:

- 1- On 8' wall opposite the main door. Contractor must provide and install a 36" x 48" backboard to receive the communications equipments and a ground bar installed at a specific height described on drawings. (See: Appendix «A» Shelter Plans) This panel will be used to fix the coaxial cables from the ground.
- 2- On a 10' wall, the Contractor must provide and install a 48" x 96" backboard for the main electrical distribution center. The electrical connection boxes of the shelter must be mounted on this panel.
- 3- On the same side wall 10 ' , above the panel 48" x 96" backboard and centered with the outer box of the electric meter install a panel of 23¼" x 29 "serving as reinforcement for the internal screw of Model MM400 MICROELECTRIC fasteners (or equivalent ) used to hold an overhead electrical pole outside.

A PVC conduit must be installed through the floor to the accommodate connection of the telephone network. The PVC conduit must be caulked with the sealant Flextra (or equivalent). The ground connection of the electrical system must be through the floor in a PVC conduit 1 1/4" caulked (inside-outside) with an exterior sealant Flextra (or equivalent).



For the delivery, all PVC conduits must be filled with insulation and fitted caps and collar retention.

On the floor near the rear wall, a PVC pipe should be tightly installed across the floor to pass cabling connected to the ground system. This will allow the connections to an external grounding system at time of installation of the shelter.

On the floor near the back wall, a 5" PVC pipe will enter coaxial cables from the ground. Inside and outside of the shelter, the PVC pipe must be adapted to a 5" Entrance Thru Plate (COMMSCOPE # 48940-1) (or equivalent ). The inner and outer plates should have watertight cap to prevent air infiltration and vermin. The inner plate to the floor must be distanced from the wall by a minimum distance of 1" to allow the installation of the cable entry "BOOT". For the delivery, the PVC pipe must be filled with insulation and fitted with two 5" MICROFLECT (or equivalent) type caps on the « Entrance Thru plate ».

Contractor must provide and install an alarm contact on door. HONEYWELL model 7939-2GY (or equivalent ). The alarm contact for the door must be connected to a BIX panel (or equivalent )(Pair #1 (N/C), #2 (N/O). From a KIDDE smoke detector (or equivalent ) equipped with SM120X relay module (or equivalent ), 4 wires must be connected to the BIX (or equivalent )panel (Pair#3 (N/C), #4 (N/O), #5 (9VOLTS/ COMMON)). The BIX (or equivalent )panel must be mounted on the 48" x 96" panel.

The wiring light fixtures and electrical outlets must be contained in a typical electrical conduit and connected to a terminal box attached on the wall of the electrical input panel 48" x 96".

Four (4) LED lighting fixtures, to be installed inside. Three of them must be Phillips model: LF4FR3940ULAG (or equivalent ). The fourth must be LF8FR3940ULAG (or equivalent ). (See: Appendix «A» Shelter Plans) The LED lighting fixtures must be connected to a 60 minute timer with an « HOLD » position.

The assembly for inserting air filters mechanical components must be built to accommodate filters of dimension 12" x 12" x 3/4".

## - **Shelters Exterior:**

Shelters must include three outdoor fixtures embedded in the exterior fiberglass. These fixtures must not interfere with the weather-proofing of the shelters and they will be used to mount a 20' mast.

Three Z-shaped aluminum angles (3/8" x 4" x 24"), constituting the external fasteners must be attached to the structure of the shelter as a point of main anchor. (It is important that the 4" section is 100% available for our needs. (See Appendix «A» Shelter Plans)

These external fasteners of 24" will be used to accommodate an aluminum mast 20' (2.88" diameter) to which a small UHF antenna is attached. It must be able to withstand the mast and its antenna, estimated at 125 pounds. These fasteners must be mounted on the back wall of the shelter and provide the necessary strength considering the weight and the wind load.

The siding materials around and under the shelter must be made of sufficiently tight and robust material to resist to infiltration of mosquitoes and act as an anti-pest barrier to keep typical rodents from penetrating the structure.

A typical size main door must be installed on the 8' side of the structure. The door must be industrial type and have a 4" full length welded astragal. Painting of door and frame must be of type "Glass Shield" and be resistant to UV radiation and salt air. A door frame must also be provided with a weather-stripping door set to ensure a better seal against mosquitoes.



The shelters will be mounted on cement bases (concrete slabs) spaced 96" on center existing in most cases. The concrete slabs dimensions are rectangular with sizes approximately 18" x 96" X 12" high. Shelters must be mounted on "H Beam" structures to allow handling and final placement. Removable fasteners to "H Beam" must be provided for each of the shelters. These removable fasteners must be of a capacity that will allow lifting and manipulation by slings and crane truck.

The Contractor must provide exterior stairs that can be easily installed or removed for transportation purposes. They must be built to adapt to most of the existing height of sites slabs. (See Appendix «A» Shelter Plans)

Contractor must install one (1) LED outdoor lighting fixture. LED Lumark Crosstour™ LED Wall Pack Series (Model XTOR2A-N-PC1) (or equivalent ). It will be fed by 120V with a switch mounted adjacent the inside of the door. The exterior lighting must also be provided with a protective screen and sealed with Flextra (or equivalent ).

Contractor must install one (1) electrical outlet with weatherproof cover should be installed at the front of the shelter (door side). This outlet must be connected to a 60 minute timer on the inside mounted on the plywood near the electrical distribution.

The motorized ventilation system must be controlled by a thermostat mounted on the electrical distribution wall. It must be manufactured so that the wind gusts cannot introduce snow. The screens used must be small enough not to let insects in and must be made of a material resistant to vermin.

The structure must have an integrated ice-shield that is attached to the structure of the roof for each shelter. These ice-shield assemblies must be mounted on the fiber structure and be fastened with the shelter at their operating locations. It is therefore required that these assemblies are mounted on pallets for easy transportation.

The roof system of the shelter must be able to withstand a weight of 250 pounds to allow our technical personnel to work safely.

Above and centered with the electric meter outer box provide three MICROELECTRIC Model MM400 (or equivalent) fasteners for the overhead electrical mast. Centered horizontally and vertically with the position of the mast clamps, plan to install in the frame two 2"x 10" lumbers back to back in order to increase the holding force of the electric pole. These fasteners must be provided but installed at the customer's request. The manufacturer will consult with the client to determine the number of shelters to pre-install these fasteners. Upon installation, for each of them, the surface of the MM400 fasteners (or equivalent ) making contact with the fiber and the main stem that passes through the wall must be covered with exterior sealant such as Flextra (or equivalent ).

### **Delivery Point – FOB Destination**

The five (5) radio site shelters MUST be delivered no later than twelve (12) weeks following contract award. The Technical Authority will conduct the final inspection and acceptance of shelters at the Destination Address listed below.

Delivery of the five (5) shelters will be made on a date agreed upon between the manufacturer and the receiving customer (accept the terms of the contract) FOB Destination at the following Address:

Détachement de Québec  
925, 9<sup>e</sup> Rue de l'Aéroport, Québec QC G2G 2S5



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## **Constraints**

The fiberglass material used must be of industrial quality and be resistant to UV radiation.

The structure must be sealed to all water, insects, rodents and dust. Only the active ventilation system will allow air movement. A typical size main door will be installed on the 8' side of the structure. All door hardware will be commercial grade and must be painted steel and complete with typical assembly and finish.

The shelters and their assemblies (stairs and ice-shield) must be delivered with all installation work complete, and be ready to be placed on concrete pads and for electrical tie-in.

The requirements described in this document are warranted for these 5 new buildings to comply with our requirements in the form of hardware compatibility that our department has.

## **Client Support**

There will be no client support for the construction or delivery of the shelters. It is the responsibility of the Contractor to complete all work without any support from our ministry/department.

## **Meetings**

The Telecoms sections will inspect the shelters with the presence of a contracting authority and/or the Real Property Management authority before delivery. This will be arranged by telephone with the Contractor and our ministry/department.

## **Products and Services**

In addition to providing the shelters, complete with above mentioned specifications, the Contractor will provide two (2) service manuals, one paper, one PDF. Service manuals must be presented both in French and English and must include the parts names and manufacturer's part numbers for long term maintenance of telecommunications shelters.

Each shelter must have a name a nameplate showing the manufacturer's name and the serial number of the shelter.

The Contractor will also provide as-built drawings in paper and .DWG AutoCAD format upon delivery.



## ANNEX B - BASIS OF PAYMENT

### Basis of Payment - Firm Price

Bidders must submit firm prices for all items listed in Annex "A".

### Financial Proposal

| Part |   |  |                                    |     | Extended                                   |
|------|---|--|------------------------------------|-----|--|
| 1    | <b>Initial contract</b><br>Five (5) 8' x 10'<br>radio site Shelters                       |  | Firm Price per shelter<br>\$ _____ | x 5 | \$ _____<br><b>Total cost (A)</b>          |
| 2    | <b>Option to extend</b><br>Up to a maximum of<br>Five (5) 8' x 10'<br>radio site Shelters |  | Firm Price per shelter<br>\$ _____ | x 5 | \$ _____<br><b>Total Cost (B)</b>          |
|      |   |  |                                    |     | \$ _____<br><b>Total Evaluated Price *</b> |
|      |   |  |                                    |     |  |

\*Total Evaluated Price = (A) + (B) Taxes are extra and should not be included.

\_\_\_\_\_  
Company name

\_\_\_\_\_  
Company Representative (*Print*)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Representative



## ANNEX «C »- MANDATORY CRITERIA

| Critères Obligatoires   | Rencontre | Ne rencontre pas | N° de page/référence a la proposition |
|---|-----------|------------------|---------------------------------------|
| <p><b>MC-01</b> – The bidder must clearly demonstrate with documentation:</p> <p>i. That they have built and supplied similar shelters for the major Telecommunication carriers (<b><i>Bell, Rogers or Telus Mobility</i></b>) or <b><i>with either the Federal or Provincial Government</i></b> over the last two years.</p> <p>and;</p> <p>ii. The bidder must provide the names of the company/organization, a brief description of the requirement and valid contact person including phone number, e-mail address and postal address for at least one similar project.</p> <p>References may be called to validate information provided by the Bidder.</p> |           |                  |                                       |
| <p><b>MC-02</b> – The bidder must clearly demonstrate with documentation:</p> <p>The structures will be built in a factory/industrial setting.</p>  |           |                  |                                       |

### Overall technical evaluation of the bid

Meets  Does Not Meet

\_\_\_\_\_  
Name of Evaluator

\_\_\_\_\_  
Date of evaluation

\_\_\_\_\_  
Evaluator's Signature



## ANNEX D - INSURANCE REQUIREMENTS

### E1 - Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than **\$2,000,000** per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
  - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
  - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
  - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
  - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
  - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
  - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
  - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
  - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

#### **For the province of Quebec, send to:**

Director Business Law Directorate,  
Quebec Regional Office (Ottawa),  
Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8



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**For other provinces and territories, send to:**

Senior General Counsel,  
Civil Litigation Section,  
Department of Justice  
234 Wellington Street, East Tower  
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.