

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
PWGSC/TPSGC Acquisitions
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1
Bid Fax: (506) 851-6759

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 Rotary Evaporator	
Solicitation No. - N° de l'invitation K8B11-160251/A	Date 2015-08-20
Client Reference No. - N° de référence du client K8B11-160251	
GETS Reference No. - N° de référence de SEAG PW-\$MCT-018-5060	
File No. - N° de dossier MCT-5-38040 (018)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-09-30	
Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT	
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: Martin, Lisa M.	Buyer Id - Id de l'acheteur mct018
Telephone No. - N° de téléphone (506) 851-7811 ()	FAX No. - N° de FAX (506) 851-6759
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF THE ENVIRONMENT 443 UNIVERSITY AVENUE MONCTON New Brunswick E1A3E9 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

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

Delivery Required - Livraison exigée 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

1.1 Requirement - Bid

The requirement is detailed under Article 6.2 of the resulting contract clauses.

1.2 Debriefings

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

1.3 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA) and the Agreement on Internal Trade (AIT).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2015/07/03) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.2 Submission of Bids

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

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

2.4 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Technical Bid (1 copy)
Section II: Financial Bid (1 copy)
Section III: Certifications (1 copy)

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

Section I: Technical Bid

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 the Basis of Payment at Annex B. The total amount of Applicable Taxes must be shown separately.

3.1.1 Exchange Rate Fluctuation

C3011T (2013/11/06), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Mandatory Technical Criteria as specified in Annex C.

4.1.2 Financial Evaluation

SACC Manual Clause [A0220T](#) (2014/06/26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria

SACC Reference	Section	Date
A0031T	Basis of Selection - Mandatory Technical Criteria	2010/08/16

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional 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 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 will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Bidder must provide with its bid, a completed [Declaration Form](#) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information 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 provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

5.2.1 Integrity Provisions – List of Names

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder (see Annex D).

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is **no security requirement** applicable to this Contract.

6.2 Requirement - Contract

The Contractor must provide the items detailed under the "Statement of Work" 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.

6.3.1 General Conditions

[2010A](#) (2015/07/03), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before March 31, 2016.

6.5 Authorities

6.5.1 Contracting Authority

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The Contracting Authority for the Contract is:

Name: Lisa Martin
Title: Contracting Officer
Public Works and Government Services Canada
Acquisitions Branch
Address: 1045 Main Street, Unit 108
Moncton, New Brunswick
E1C 1H1
Telephone: (506) 851-7811
Facsimile: (506) 851-6759
E-mail address: lisa.m.martin@pwgsc-tpsgc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is: ***will be identified at contract award.***

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

6.5.3 Contractor's Representative (*Bidders are to provide the following information*)

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

6.6 Payment

6.6.1 Basis of Payment - Firm Lot Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex B, for a cost of \$_____ (*insert the amount at contract award*). Customs duties are included and Applicable Taxes are extra.

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

6.6.2 Limitation of Price

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

6.6.3 Terms of Payment

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

6.7 Invoicing Instructions

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

6.8 Certifications

6.8.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional 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 additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

6.9 Applicable Laws

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

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 (2015/07/03), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment; and
- (e) the Contractor's bid dated _____

6.11 SACC Manual Clauses

SACC Reference	Section	Date
A9068C	Government Site Regulations	2010/01/11
B1501C	Electrical Equipment	2006/06/16

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B7500C	Excess Goods	2006/06/16
D0018C	Delivery and Unloading	2007/11/30
G1005C	Insurance	2008/05/12

6.12 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:

Delivered Duty Paid (DDP) Environment Canada, Moncton, NB Incoterms 2000 for shipments from a commercial contractor.

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ANNEX A – STATEMENT OF WORK

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ANNEX B – BASIS OF PAYMENT

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ANNEX C – MANDATORY REQUIREMENT

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**ANNEX D - COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS
AND/OR OWNERS OF THE BIDDER**

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Annex A Statement of Work

Background

The Atlantic Laboratory for Environmental Testing (or ALET) is an Environment Canada accredited laboratory (ISO 17025) and is currently part of the Water Science and Technology Division of the Science and Technology Branch. ALET is also one of a group of five Environment Canada laboratories located in different regions across Canada. ALET is currently located at 443 Université Avenue in Moncton (NB).

The Chemistry Section of the Atlantic Laboratory for Environmental Testing (ALET) located in Moncton, NB requires the purchase of three (3) rotary evaporator, a chiller and a vapor trap. These units are used to concentrate samples for organic Chemistry work under existing programs. This will replace 3 existing units (J12432, J12433 and J12434).

Request Statement

To obtain three rotary evaporators system with the vacuum pump and a chiller that will cool down the three rotary evaporators system. The System must be installed on-site and the Chemistry Section staff be trained on its usage.

Instructions for Manufacturer/ Supplier (Bidder)

The manufacturer/ supplier (bidder) must answer all system requirements listed in this document. Additionally, proposals will have to be clearly laid out and concise with supporting documentation, such as accompanying literature and reference documents (i.e. application notes, brochures, etc...). It is the responsibility of the bidder to provide all pertinent and additional documentation that would clearly demonstrate that their instrument can meet (or exceed) the requirements listed in this request for proposal.

The bidder must not simply answer by "Yes", "No" or, "meet requirement" to indicate that they meet any of the enumerated requirements. The bidder must offer a statement of confirmation and an annotation or preferably, a link to the page, bullet point and/ or section I.D. of their documentation where each of their specifications meeting our requirements can be found. Failure to comply with this request will result in an automatic dismissal of the proposal .

IMPORTANT NOTE: *Proposals can only be evaluated based on the information provided at the time of proposal submission. For instance, we are not permitted to access and/ or review any additional information other than that provided by the bidder at the time of proposal submission to evaluate proposals: i.e. access to the internet, verifying references, etc. It is therefore to the manufacturer/supplier bidder best interest to provide the purchaser with all the relevant information required so they can make an informed decision with respect to the system that best meet their requirements. The bidder is to fill a "separate table" for separate instrument model they wish to submit as part of this request for proposal should more than one instrument model meet the purchaser's requirements.*

Proposal

The following request for proposal is divided into three (3) parts with respect to the system requirements:

- Part 1 – Essential (or mandatory) requirements
- Part 2 – Additional system requirements

Annex A

Statement of Work

Part 3 – Overall Contract requirement

The responsive manufacturer/ supplier (bidder) who best meets the enumerated requirements in this request for proposal will be recommended for the procurement contract. This award will be evaluated on the basis of the answers provided by the manufacturer/ supplier (bidder), including accompanying relevant supporting documentation, with respect to the purchaser's requirements, demonstrating that the proposed system(s) meets or exceed listed requirements in this request for proposal.

It is understood that, by submitting their proposal(s), bidder accepts and will respect all conditions set forth in this request for proposal should their proposal result in a successful award of contract. On the award of this contract, the bidder will ship the instrument to the following location:

Atlantic Laboratory for Environmental Testing
Environmental Science Center
443 Université Avenue
Moncton, NB E1A 3E9
Attention: René Losier

Annex A Statement of Work

Part 1 – Essential Requirements

1.1 Three rotary evaporators

- 1.1.1 The bath for each rotary evaporator must be able to heat from ambient temperature to at least 100°C
- 1.1.2 Must be able to control the temperature of each bath by increment of 1°C
- 1.1.3 The bath must accommodate round bottom / flask size of 50mL to 2L
- 1.1.4 Must be able to control the vacuum of each rotary evaporator independently from each other.
- 1.1.5 The vacuum pump must be able to at least reach 90mBar or lower
- 1.1.6 Each rotary evaporator must be able to adjust the pressure by increment of maximum 5 mbar
- 1.1.7 Must be able to select the rotation per minutes of the round bottom for each rotary evaporator by increment of 10rpm
- 1.1.8 The rotary evaporators and the vacuum pumps must be equipped to operate on 100-120 V, 50/60HZ
- 1.1.9 The condenser must be cooled by a chiller.
- 1.1.10 The condensed solvent must be collected in a removable waste container/flask of at least 1L
- 1.1.11 The outside of the glassware on the rotary evaporator must be coated (break resistant)
- 1.1.12 The joint size of the adapter for the round bottom must be of 24/40
- 1.1.13 The 3 rotary evaporators and the 3 vacuum pumps must fit in the fume hood of the following dimension: 214 cm wide, 60 cm dept and 120 cm high
- 1.1.14 Condenser must be vertical.
- 1.1.15 Must have a chiller that will cool down the condenser of the 3 rotary evaporators and it does not have to be in the fume hood.
- 1.1.16 The chiller must be able to cool down the 3 condensers when using the 3 rotary evaporators at the same time at 4°C
- 1.1.17 Must include all the necessary tubings require for the 3 rotary evaporators system and the chiller
- 1.1.18 Must include all the connections, necessary accessories required to do all the connections
- 1.1.19 Must be able to use the rotary evaporators for laboratory solvent (ie: Acetone, hexane, toluene, dichloromethane, etc)
- 1.1.20 Rotary evaporator must have a motorized or assisted lift mechanism for moving the flask in and out of the bath.

Part 2 - Additional System Requirements (Options)

- 2.1 Part 2 will not be used as part of the overall evaluation of the bid. The additional information provided by the bidder on these options will only be used by the purchaser in evaluating whether or not any of these options are worth purchasing should any additional funding is available at the time of acquisition.
 - 2.1.1 The bidder must provide the purchaser with the cost, in Canadian dollars, of a vapor trap that we could connect the exhaust of the three vacuum pumps to it to recover the fume of the vacuum pump.

Annex A Statement of Work

2.1.2 The bidder must provide the purchaser with the cost of an extended warranty, in Canadian dollars, for their system including the details of this extended warranty contract

Part 3 – Overall Contract Requirements

3.1 System Requirements

- 3.1.1 System must include a list of all necessary components for the 3 rotary evaporators and the chiller
- 3.1.2 The entire system must meet the Canadian Standards Association electrical requirements (for laboratory use)

3.2 The Bidder Requirements/Obligations

- 3.2.1 Upon the granting of the contract award and prior to delivery of the instrument, the bidder must provide the purchaser with a pre-installation manual and checklist
- 3.2.2 The bidder that will be awarded the sales contract must install said instrument and demonstrate instrumentation performance and the ability of the system to meet the purchaser's performance specifications within the purchaser's laboratory spaces
- 3.2.3 System must be supplied with a minimum of one (1) year service warranty including parts, labor and travel effective from the date of installation
- 3.2.4 During the warranty period, the response time for service calls and the time for restoring the equipment to serviceable condition must not exceed ten (10) business days
- 3.2.5 The supplier must guarantee a response by telephone or by email within 24 hours following a service call
- 3.2.6 Service must be provided during business hours (9 a.m. to 5 p.m.), Monday to Friday, except statutory holidays
- 3.2.7 All quotations must be in Canadian dollars

ANNEX B

BASIS OF PAYMENT

The Contractor is to provide the following items, in the following quantities, to Environment Canada, Atlantic Laboratory for Environmental Testing (ALET) located in Moncton, NB, New Brunswick.

All deliverables must be received on or before March 31, 2016

1. Essential Items					
Item	Description	Quantity	Unit Issue	Unit Price	Total Price
1	Rotovap evaporator as per specifications in Annex A - Requirement.	3	each	\$	\$
2	Shipping Charges	1	lot	\$	\$
3	Installation Fees	1	lot	\$	\$
4	Training	1	lot	\$	\$
2. Optional Items**					
Item	Description	Quantity	Unit Issue	Unit Price	Total Price
1	Extended Warranty for 2 nd year	1	each	\$	\$
2	Vapor trap	1	each	\$	\$

** Optional items will not be include for evaluation purposes

Annex C Mandatory Requirement

Evaluation criteria Technical Specification

Item	Rotary Evaporators	Comply Yes/No	Substantiation
1.1	Technical Requirement		
1.1.1	1.1.1 The bath for each rotary evaporator must be able to heat from ambient temperature to at least 100°C		
1.1.2	1.1.2 Must be able to control the temperature of each bath by increment of 1°C		
1.1.3	The bath must accommodate round bottom / flask size of 50mL to 2L		
1.1.4	Must be able to control the vacuum of each rotary evaporator independently from each other.		
1.1.5	The vacuum pump must be able to at least reach 90mBar or lower		
1.1.6	Each rotary evaporator must be able to adjust the pressure by increment of maximum 5 mbar		
1.1.7	Must be able to select the rotation per minutes of the round bottom for each rotary evaporator by increment of 10rpm		
1.1.8	The rotary evaporators and the vacuum pumps must be equipped to operate on 100-120 V, 50/60HZ		
1.1.9	The condenser must be cooled by a chiller.		
1.1.10	The condensed solvent must be collected in a removable waste container/flask of at least 1L		
1.1.11	The outside of the glassware on the rotary evaporator must be coated (break resistant)		
1.1.12	The joint size of the adapter for the round bottom must be of 24/40		
1.1.13	The 3 rotary evaporators and the 3 vacuum pumps must fit in the fume hood of the following dimension: 214 cm wide, 60 cm dept and 120 cm high		
1.1.14	Condenser must be vertical.		
1.1.15	Must have a chiller that will cool down the condenser of the 3 rotary evaporators and it does not have to be in the fume hood.		
1.1.16	The chiller must be able to cool down the 3 condensers when using the 3 rotary evaporators at the same time at 4°C		
1.1.17	Must include all the necessary tubings require for the 3 rotary evaporators system and the chiller		
1.1.18	Must include all the connections, necessary accessories required to do all the connections		
1.1.19	Must be able to use the rotary evaporators for laboratory solvent (ie: Acetone, hexane, toluene, dichloromethane, etc)		
1.1.20	Rotary evaporator must have a motorized or assisted lift mechanism for moving the flask in and out of the bath.		
2	Overall System Requirements		

Annex C Mandatory Requirement

2.1	System Requirements		
2.1.1	System must include a list of all necessary components for the 3 rotary evaporators and the chiller		
2.1.2	The entire system must meet the Canadian Standard Association electrical requirements (for laboratory use)		
2.2	Manufacturer/Supplier (Bidder) Requirements/Obligation		
2.2.1	Upon the granting of the contract award and prior to delivery of the instrument, the bidder must provide the purchaser with a pre-installation manual and checklist		
2.2.2	The bidder that will be awarded the sales contract must install said instrument and demonstrate instrumentation performance and the ability of the system to meet the purchaser's performance specifications within the purchaser's laboratory spaces		
2.2.3	System must be supplied with a minimum of one (1) year service warranty including parts, labor and travel effective from the date of installation		
2.2.4	During the warranty period, the response time for service calls and the time for restoring the equipment to serviceable condition must not exceed ten (10) business days		
2.2.5	The supplier must guarantee a response by telephone or by email within 24 hours following a service call		
2.2.6	Service must be provided during business hours (9 a.m. to 5 p.m.), Monday to Friday, except statutory holidays		
2.2.7	All quotations must be in Canadian dollars		

ANNEX D - COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS AND/OR OWNERS OF THE BIDDER

(Bidders bidding as societies, firms, or partnerships do not need to provide lists of names.)

NOTE TO BIDDERS: WRITE DIRECTORS' AND/OR OWNERS' SURNAMES AND GIVEN NAMES

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.