

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
**Public Works and Government Services / Travaux
publics et services gouvernementaux**
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067

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 Pressure Test Bench		
Solicitation No. - N° de l'invitation W3474-160173/A	Date 2015-08-20	
Client Reference No. - N° de référence du client W3474-16-0173		
GETS Reference No. - N° de référence de SEAG PW-\$KIN-690-6649		
File No. - N° de dossier KIN-5-44046 (690)	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 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: Rider, Kim (Buyer)		Buyer Id - Id de l'acheteur kin690
Telephone No. - N° de téléphone (613) 449-4531 ()		FAX No. - N° de FAX (613) 545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE 35 WESTWIN AVE-Bldg151 TRENTON Ontario K0K3W0 Canada		

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

Public Works and Government Services / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

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

Solicitation No. - N° de l'invitation

W3474-160173/A

Amd. No. - N° de la modif.

File No. - N° du dossier

KIN-5-44046

Buyer ID - Id de l'acheteur

kin690

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

W3474-16-0173

CCC No./N° CCC - FMS No/ N° VME

See Attached

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PART 1 - GENERAL INFORMATION

1.1 Requirement

The item is detailed in Annex "A" Statement of Requirement.

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>) 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.

"Subsection 3 of Section 01 Integrity Provisions - Bid of the Standard Instructions 2003 incorporated by reference above is deleted in its entirety and replaced with the following:

3. List of Names

- a. Bidders who are incorporated or who are a sole proprietorship, including those bidding as a joint venture, have already provided a list of names of all individuals who are directors of the Bidder, or the name of the owner(s), at the time of submitting an arrangement under the Request for Supply Arrangement (RFSA).
- b. These Bidders must immediately inform Canada in writing of any changes affecting the list of directors during this procurement process.

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 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Technical Bid (1 hard copy)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and

- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, Bidders should 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. The total amount of Applicable Taxes must be shown separately.

3.1.1 Exchange Rate Fluctuation

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

3.1.2 SACC Manual Clauses

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

***Bidders must submit a technical specifications(s) for the proposed model for supply.

4.1.2 Financial Evaluation

The Bidder must submit its offer in accordance with Annex B, Basis of Payment.

4.2.1 Mandatory Financial Criteria

4.2.2 The price of the bid will be evaluated in Canadian dollars, the Harmonized Sales Tax, (HST) excluded, FOB destination for goods and services Customs duties and Excise Taxes included.

4.2.3 Financial bids will be evaluated on an aggregate basis based on the estimated usages provided in Annex "B", Basis of Payment.

4.2.4 The Quantity in (column A) will be multiplied by the Unit Price in (column B) and the resulting total of both columns will be the firm price in (column C). The totals of columns A & B will be added together to determine the Total Evaluated Price in column C.

4.2.5 Bidders must submit pricing in accordance with the Basis of Payment, Annex "B", attached herein, as firm all inclusive pricing or their bid will be considered non-responsive and will be given no further consideration.

4.2.6 If the Bidder's pricing in its response to this RFP is not in Canadian currency, it will be converted to Canadian currency using the appropriate nominal exchange rate on the closing date as posted on the Bank of Canada Website located at:

[Http://www.bankofcanada.ca/rates/exchange/](http://www.bankofcanada.ca/rates/exchange/)

4.1.3 SACC Manual Clause A0222T(2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 SACC Manual Clause A0031T (2010-08-16) Basis of Selection – Mandatory Technical Criteria

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) (<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.

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 There is no security requirement applicable to this Contract.

6.2 Requirement

The Contractor must provide the requirement in accordance with the 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>) 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 31 March 2016.

6.4.2 Shipping Instructions – FOB Destination and Delivery Duty Paid

Delivered Duty Paid (DDP) CFB Trenton Incoterms 2000 for shipments from a commercial contractor

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Kim Rider
Title: Suplly Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 86 Clarence St. 2nd Floor
Telephone: 613-545-8739
Cell # 613-49-4531
Facsimile: 613-545-8067
E-mail address: kim.rider@pwgsc.gc.ca

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

6.5.2 Project Authority (At contract award)

The Project Authority for the Contract is:

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

Telephone : _____
Facsimile: _____
E-mail address: _____

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

6.5.3 Contractor's Representative

Name: _____
Title: _____
Phone # _____
Fax# _____
Email _____

6.6 Payment

6.6.1 Basis of Payment

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

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

6.6.2 Limitation of Price

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

6.6.3 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.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

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 Ontario.

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) Goods (Medium Complexity)
- (c) Annex A, Requirement;
- (d) the Contractor's bid dated _____

6.11 SACC Manual Clauses

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

SACC Manual Clauses B1501C (2006-06-16) Electrical Equipment

ANNEX A

REQUIREMENT

Integrated Health Monitoring Hose Shop Pressure Test Stand

1.0 **BACKGROUND**

Aerospace and Telecommunication Engineering Support Squadron's hose manufacturing shop is the RCAF's central point of contact for fabricating any flexible hose required for the legacy fleets and some ground support equipment. To comply with the CF's technical airworthiness policies, all manufactured hoses must be pressure tested to the specified pressure as per the original manufacturer's drawings and/or the applicable Canadian Forces' technical order. The existing pressure test stand for the hoses is over 40 yrs. old and the technicians are no longer capable of accurately controlling the working pressure, particularly below 150 psi.

2.0 **SCOPE**

The AVN technicians within the hose shop play a vital role in maintaining aircraft airworthiness and ensuring aircraft are safe for flight. The legacy fleets are relying more on ATESS to manufacture replacement hoses for their ageing aircraft. A new pressure test stand is required that will allow the technicians to efficiently, safely and accurately pressure test a variety of sizes of hoses, made from an assortment of materials, for a number of different aircraft.

3.0 **REQUIREMENT**

GENERAL

ATESS' hose manufacturing shop has a requirement for a hose pressure test stand that is capable of pressure testing hoses with the following properties:

MINIMUM MANDATORY SPECIFICATIONS

- Minimum Hose length 4.5 inches to maximum 80" long
- Hose size dash 4 to dash 32
- Hose material - low to med pressure rubber/Teflon and high pressure Teflon. Rigid lines are also tested.
- Minimum regulated test pressure 5 psi to maximum 18000psi

The test stand must have the following features:

- Uses local tap water as the testing fluid;
- Must be made of a material that will not corrode with water (preferably stainless steel);
- Must be made of a material that will withstand damage from impacts from hoses and metal fittings;
- Is ergonomically designed to allow technicians to work in a comfortable standing position when loading, unloading and testing the hoses;
- Must have a protective clear cover to protect from any bursting hoses while allowing visual inspection during the test;
- Must have manifold-style system to allow technicians to test more than one identical hose at a time. Manifold must be able to handle up to six hoses;
- Simple means to accurately regulate the required test pressure;
- Minimum six inch diameter analogue pressure gauge(s);

-
- Pressure gauge(s) to display in psi;
 - Pressure gauge system that will provide, as a minimum, an accuracy of 0.05%;
 - Pressure gauge(s) must be easily removed (i.e. one aircraft mechanic to take no more than 30 minutes to remove) so gauges can be sent out for calibration checks;
 - Power requirement – 120V.

Options – preferred though not necessary; **(Will not be evaluated)**

- Quick connect/disconnect system (i.e. tool less) to mount hoses to the test stand
- Self-contained water holding tank with filtering system so same water can be used for testing a number of hoses before disposal;
-

Other general requirements:

- Contractor to provide at least two copies of the maintenance manual - one hard copy and one electronic copy (if applicable); Manuals in English and French are requested. Electronic version of the french manual is acceptable.
- Contractor to provide second set of gauges (so one set can be out for annual calibration check);
- Contractor to provide an illustrated parts breakdown with OEM part numbers.

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ANNEX B

BASIS OF PAYMENT

The Bidder must submit all-inclusive unit prices **in Canadian Dollars**. "DDP Delivered Duty Paid" to:
Trenton

Description	Qty (a)	Unit Price (b)	Evaluated Price (c) (a X b)
C1 Model Offered _____ In accordance to Annex "A"	1	\$ _____	\$ _____
		Evaluated Price GST/HST Extra	\$ _____