



**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**

<b>Title - Sujet</b> Ridged Hull Inflatable Boat with mo	
<b>Solicitation No. - N° de l'invitation</b> W0114-165254/A	<b>Date</b> 2015-12-22
<b>Client Reference No. - N° de référence du client</b> W0114-16-5254	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$KIN-519-6782	
<b>File No. - N° de dossier</b> KIN-5-44196 (519)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2016-01-08</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Choquette, Herb	<b>Buyer Id - Id de l'acheteur</b> kin519
<b>Telephone No. - N° de téléphone</b> (613) 536-4874 ( )	<b>FAX No. - N° de FAX</b> (613) 545-8067
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE CFB Kingston 5 SOMME AVE, Bldg C-36 KINGSTON Ontario K7K7B4 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

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

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

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

The Annexes include the Requirement, the Basis of Payment and Bidders Forms.

### **1.2 Summary**

- 1.2.1** The Royal Military College of Canada requires up to six, 5.6 to 5.8 meter Rigid Hull Inflatable Boat (RHIB) with outboard motors and trailers as detailed in Annex "A", Requirement, attached hereto.
- 1.2.2** The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

### **1.3 Debriefings**

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

## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

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

#### **2.1.1 SACC Manual Clauses**

B1000T (2014-06-26) Condition of material - Bid

### **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 ten (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

Section IV: Additional Information 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.**

#### **Section IV: Additional Information**

*Insert other additional information*

## **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 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**

1. Bidders must submit brochures, photographs, references, builder's plates, hull identification numbers confirming multiple builds, etc. to demonstrate that the boat hull they are proposing has been in production for at least 1 year before the closing date of this solicitation.
2. Bidders must demonstrate in their proposal that the manufacture of the hull and outboard motor each have a factory authorized service representative capable of call back response in all regions of Canada within **48** hours of receiving a service call.

#### **4.1.2 Financial Evaluation**

##### **4.1.2.1 Mandatory Financial Criteria**

The Bidder must provide firm unit pricing in Canadian currency for all items in Annex B entitled "Basis of Payment". The Bidder's pricing must not be indexed to any currency exchange rates or commercial index. The format of the Pricing Basis must not be altered.

##### **4.1.2.2 Basis of Evaluation**

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded FOB destination, Canadian customs duties and excise taxes included.

The extended item prices will be calculated by multiplying the actual or estimated usages by the corresponding Bidder's unit price or discount or markup percentage from Pricing Basis "A" of Annex "B". The evaluated price is the aggregate of all the extended item prices for all pricing periods and pricing basis.

### **4.2 Basis of Selection**

- 4.2.1** A bid must comply with all requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

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## **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 specified 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from [Employment and Social Development Canada \(ESDC\) - Labour's](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list at the time of contract award.

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

*The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation. (This sentence will be deleted from the contract)*

### **6.1 Requirement**

The Contractor agrees to supply to Canada, the goods and services described in the Contract, including the Statement of Requirement at Annex A, in accordance with, and at the prices set out in Annex B of the Contract.

#### **6.1.1 Optional Goods**

The Contracting Authority may exercise the option within 14 calendar days after contract award by sending a written notice to the Contractor.

### **6.2 Standard Clauses and Conditions**

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

#### **6.2.1 General Conditions**

[2030 \(2015-09-03\)](#), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

#### **6.2.2 Supplemental General Conditions**

1028 (2010-08-16) Ship Construction - Firm Price apply to and form part of the Contract.

### **6.3 Security Requirements**

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

### **6.4 Term of Contract**

#### **6.4.1 Delivery Date**

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

#### **6.4.2 Shipping Instructions – FOB Destination and DDP**

Incoterms 2000 “DDP Delivery Duty Paid”, Kingston, Ontario

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Herb Choquette  
Title: Supply Team Leader  
Public Works and Government Services Canada  
Ontario Region  
Kingston Procurement  
Address: 86 Clarence Street, 2nd floor, Kingston, ON K7L 1X3  
Telephone: 613-536-4874  
Facsimile: 613-545-8067  
E-mail address: Herb.Choquette@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.

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KIN519  
CCC No./N° CCC - FMS No./N° VME

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## 6.5.2 Technical Authority

The Technical Authority for the Contract is: **(Will be completed by Canada at the time of contract award)**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the 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

### General enquiries:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

### Delivery follow-up:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment – Firm Price, Firm Unit Price(s) or 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 unit 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 Single Payment

SACC Manual clause [H1000C](#) (2008-01-12) 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:

#### Use one of the following methods:

a) One (1) copy must be forwarded by facsimile or by E-mail to the invoicing address for certification and payment:

All invoices submitted must include the following information for processing

- Invoice date
- Invoice number
- Amount due (required currency specified)
- If prepaid by credit card, ensure that the invoice clearly indicated "Paid by Credit Card"
- Valid reference number (normally the purchase order number). This number is 10 numeric digits long or 9 alphanumeric digits

If you are unsure which reference number to include on your invoice, please contact the departmental representative listed on the purchase order or contract.

Should any of the information required for processing the payment be missing, the supplier's invoice will be returned at the discretion of and will remain unpaid until valid payment referencing is provided.

All invoices must be submitted using one of the following methods (only one copy of the invoice should be sent to the department):

#### 1) Email (preferred method):

1. Departmental contact (project authority) identified in the contract can be cc'd on the email.
2. Suppliers are required to use PDF file format, as other formats are not compatible with and are not recognized by our systems.
3. PDF file name should not contains sign such as #, \$, % etc.
4. Only one invoice per PDF file can be recognized by our systems (an email can contain multiple PDF attachments). All supporting documents should be included within the invoice PDF file.
5. An automatic reply will be sent as notification that their e-mail has been received (and should be kept for reference on any later payment inquiries).
6. This e-mail address is to be used only for submitting invoices. Inquiries regarding payment status should be sent by e-mail to: **(Will be completed by Canada at the time of contract award)**

#### 2) Fax: **(Will be completed by Canada at the time of contract award)**

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- Suppliers sending invoices by fax are required to use the highest quality settings available, as low quality copies will not be accepted as valid for payment processing. The Invoice is required to be the first page and any supporting documents on the following pages. No fax cover sheet is required.
- This fax number is to be used only for submitting invoices. **Inquiries regarding payment status should be sent by e-mail to: (Will be completed by Canada at the time of contract award)**

## 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 supplemental general conditions: 1028 (2010-08-16) Ship Construction - Firm Price;
- (c) the general conditions 2030 (2015-09-03) Higher Complexity Goods;
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment;
- (f) the Contractor's bid dated \_\_\_\_\_, (*insert date of bid*)

## 6.11 SACC Manual Clauses

B1501C (2012-07-16) Electrical Equipment  
C2000C (2007-11-30) Taxes – Foreign-based Contractor,

## 6.12 Failure to Deliver

Time is of the essence of this Contract. Failure to deliver by the date(s) specified in the Contract will prejudice Canada.

Delivery is an essential part of this contract. Except for excusable delays notified in accordance with Section 11 of 2030 General Conditions - Higher Complexity - Goods, failure to deliver by the date(s) specified in this Contract will prejudice the Government of Canada and will, at the Government of Canada's discretion, entail either:

- a. Contract Termination in accordance with 2030 General Conditions Sections 10 (Time of the Essence) and 31 (Default by the Contractor); or
- b. Consideration for Contract Amendment. Delivery date(s) will not be extended without consideration being provided by the Contractor in the form of adjustment to the price, warranty, quantity and / or service to be provided.

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KIN-5-440

Buyer ID - Id de l'acheteur  
KIN519  
CCC No./N° CCC - FMS No./N° VME

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## ANNEX "A", REQUIREMENT

### A1. VESSEL:

- a. **5.6 to 5.8m Open Center Console** Fiberglass **Royal Military College of Canada (RMCC) Coach-Safety RIB w/ trailer**
- b. **The vessel configuration is an open RIB, single outboard.**

### A2. ABBREVIATIONS

ABYC	American Boat and Yacht Council
AC	Alternating Current
ASTM	American Society for Testing and Materials
CFM	Contractor Furnished Material
CSA	<i>Canadian Shipping Act</i>
CSA	Canadian Standards Association
COLREGS	Collision Regulations
DC	Direct Current
GPS	Global Positioning System
GSM	Government Supplied material
ISO	International Organization for Standardization
PVC	Polyvinylchloride
TA	Technical Authority (As defined by the Contract)
TCMS	Transport Canada Marine Safety
UV	Ultraviolet
VHF	Very High Frequency

### A3. LIST OF REFERENCE DOCUMENTS

REFERENCE	TITLE
ASTM F1166	Standard Practice for Human Engineering Design for Marine Systems, Equipment and Facilities
TP 1332	Construction Standards for Small Boats
TP 13430	Standard For Tonnage Measurement of Ships
TP 14070	Small Commercial Vessel Safety Guide
ISO 12217	Small Craft – Stability and Buoyancy Assessment and Categorization
Canada Shipping Act	Small Vessel Regulations
Canada Shipping Act	Collision Regulations (COLREGS)
ABYC	American Boat and Yacht Council Standards
Canadian Standards Association(CSA) W47.2-M1987	Certification of Companies for Fusion Welding of Aluminium
(CSA) C22.2 No. 183.2-M1983 (R1999)	Standards for DC Electrical Installations on Boats

#### **A4. PWGSC SMALL CRAFT SOLICITATION INFORMATION**

**a.** General Information: Several boat manufactures such as VSR, Far East and AVA already build sailing coach/safety boats with the specifications detailed in this SOW. As a result, the intent of this SOW is to highlight the specifications required but would highly recommend that the boat be procured as opposed to manufactured or built to these specifications for economic reasons. The specifications contained within, will be easily met with off the shelf commercial grade coach safety boats. Prototype hulls will not be considered for this procurement. The boat hull must have been in production for at least one year.

**b.** Annex A Section A5, TECHNICAL SPECIFICATION is divided into four parts:

Part 1	Article 1	General Description of Vessel Role and Function
Part 2	Articles 2-9	Contractor Design and Construction Practices
Part 3	Articles 10-16	Vessel Particulars
Part 4	Articles 17-20	Outfitting and Equipment

Part 1 provides a brief description of the vessel's role and function.

Part 2, Contractor Design and Construction Practices provides general information on a wide range of construction practices, standards, vessel shipping and packaging, etc.

Part 3, Vessel Particulars, provides information on vessel description, physical construction and arrangement.

Part 4, Outfitting and Equipment, covers the vessel's fitted equipment such as electronics, propulsion, steering and trailer (if required).

#### **A5. TECHNICAL SPECIFICATION Table of Contents**

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#### **Outfitting And Equipment**

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**1.0 General Description of Vessel Role and Functions : 5.6m to 5.8m RMCC open RIB**

**1.1 Use of Small Craft Within the Royal Military College of Canada**

1. The requirement is for a Deep V Hulled, Rigid Inflatable Boat in the 5.6 to 5.8 meter range with single outboard. The vessel will be configured to meet the uses listed here:
2. Intra-mural sailing oversight
3. Pursue, pace, and exchange personnel between sailboats and RHIB.
4. Recover able-bodied or incapacitated people from other vessels and from the water.
5. Transport able-bodied or incapacitated people, and equipment.
7. Tow equipment and other vessels in emergencies.
8. Provide a platform for performing first-aid.

**1.2 Mission Statement**

1. Rigid Inflatable Boats (RIBs), in various configurations built on similar hulls, are used by various sailing associations throughout Canada and the United States and can be used as a reference to assist in boat requirements.
2. This vessel will be used for providing safety and oversight during sail and rowing training and sailing competitions. The vessel must have an all-weather capability up to Beaufort force 7. (ISO 6185-3 type VIII RIB)
3. The craft will normally be based in lake Ontario, but will be periodically removed for competitions in other parts of Ontario, Quebec and the United States: launched and recovered by trailer.

**CONTRACTOR DESIGN AND CONSTRUCTION PRACTICES**

**2.0 General Marine Construction Practices**

**2.1** Unless stated otherwise all components, equipment and material must be Contractor furnished material, (CFM).

**2.2 Ergonomic Design – General**

Hazardous operating conditions must be prevented by arranging machinery and equipment in a safe manner; providing guards for all electrical, mechanical and thermal hazards to personnel; and providing guards or covers for any controls that might accidentally be activated by contact of personnel. Human engineering factors considered in design must include accessibility, visibility, readability, crew efficiency and comfort for a range of physiques for individuals from approx. 5 ft. to 6' 4" in height, wearing cold weather clothing and equipment which must be accessible for use, inspection, cleaning and maintenance per ASTM F1166-88.

**2.3 Vibration**

1. The boat and all components must be free of local vibration that could endanger boat personnel, damage boat structure, machinery or systems, or interfere with the operation or maintenance of boat machinery or systems.
2. Mounts for movable components, including items moved for stowage, towing or transport must be provided with resilient material as necessary to prevent rattling.
3. Loosening of fasteners under vibration must be prevented by the use of self-locking fasteners, as applicable.

**2.4 Equipment Protection:** The Contractor is responsible for the care of all equipment. All parts, especially those having working surfaces or passages intended for lubricating oil, must be kept clean and protected during manufacture, storage, assembly and after installation. Equipment must at all times be protected against dust, moisture or foreign matter and must not be subject to rapid temperature changes or extremes in temperature.

**2.5 Site Cleanliness:** During construction, all chips, shavings, refuse, dirt and water must be removed at the completion of the work shift or sooner. The Contractor must ensure measures are taken to avoid wear and damage incident to construction, and to prevent corrosion or other deterioration. Equipment subject to freezing must be kept drained, except during test and trials. Equipment must be kept clean and protected from the environment prior to installation.

**2.6 Facilities (applicable to GRP lamination, Collar and Painting facilities only):** The Contractor must have a shop capable of maintaining temperature and humidity. It should be capable of maintaining temperature between 16°C and 25°C. It should be capable of maintaining relative humidity below 70 percent.

### **3.0 Material and Construction Technicalities**

**3.1 Structural Integrity** - All structures and components (hull, deck, collar, console, seating, etc.) must be of sufficient strength to withstand, when in a Maximum Load condition per **builders' plate**, the lateral and vertical impact loading that equates to the conditions of the operational profile and mission requirements.

### **3.2 Materials – General**

1. Environmental Exposure; All materials must be corrosion resistant and suitable for use in fresh and salt-water environment as detailed in the Environmental Conditions portion of the Performance Requirements. All materials normally subjected to sunlight must resist degradation caused by ultraviolet radiation.
2. Direct contact of dissimilar metals is not allowed. Electrolytic corrosion must be prevented by insulating dissimilar materials from each other with gaskets, washers, sleeves, or bushings of suitable insulating material.
3. Aluminium alloy types 5086, and dual rated 5086/5083 H116/321 must be used for plate; aluminium alloy 6061-T6 (anodized grade), suitable for type 5356 filler alloy, must be used for extruded shapes and welded tubing and pipe. Transverse bulkheads or lightened plate frames may use type 5052 to facilitate braked tabs. Specialized use of type 6061 T6 plate in fresh water for high strength delta pads is allowed. Non-hull structural items of trim and outfit such as hatch frames, castings, consoles, and hardware items may be of other aluminium alloys suitable for commercial saltwater marine use such as type 5052 or 6063.
4. Stainless Steel: Stainless steel plate type 316 must be used for all stainless steel applications except as noted. Alloy 316L must be used in welded underwater components. Many commercial components, some fasteners and rivets, use other acceptable grades of stainless steel such as types 18-8 and 304.
5. FRP and Resins - for FRP components, if any:
  - a. Minimum laminating material specification must include gel coats and skin-out of isophthalic resins with a barrier coat wash of the skin-out prior to main laminate and coring materials, which can be laid in GP resins. DCPD resins must not be used.
  - b. Fibre materials to be standard mat / rovings, or "stitch" combined materials, some of which may use Carbon or Kevlar strands. NO "chopper" materials to be used.
  - c. Coring materials to be vacuum bagged and to be designed for usage in these specified vessels. Suitable core materials such as 'Termanto', 'Klege-cell', and 'Core-cell' are acceptable and Balsa or wood, plywood, and non-structural foam materials must not be used, unless specifically required, for example, transom core.

### **3.3 Fasteners**

1. All fasteners must be of corrosion resistant materials.
2. Cadmium plated parts and fasteners, including washers, must not be used.
3. Direct attachment of alloys containing copper to aluminium is not permitted except for an electrical bonding strap, with contact bolt and separating isolation washer.
4. No fasteners must be directly threaded into aluminium alloys, except with adequate bolt or insert sizes, minimum 1/4" diameter, tapped into a suitable alloy type, and thickness, such as 1/4" 6061, with the use of thread adhesive type material. Aluminium or Stainless steel washers or backing plates must be used as appropriate.
5. Where nuts will become inaccessible after assembly of the vessel, nuts must be captured, or tapped inserts used, to allow reassembly and prevent backing off. Unless otherwise specified, self-locking, or double nuts must be installed to prevent loosening of fasteners due to shock and vibration, and adequate thread showing as required.
6. Fasteners in deck traffic areas must be flush-mounted, flat head or oval head, to eliminate tripping and snagging hazards.

**3.4 Construction Procedures: N/A.**

**3.4.1 Main Hull and Appendages - Hull Form and flotation.**

1. Hull shape must not impede water flow to the propulsion units and must direct spray and waves away from onboard personnel.
2. Watertight and Tank Bulkheads: The hull design must be such that a sufficient number of compartments, or amount of flotation, including hull compartments, and / or low smoke and flame spread flotation foam, or fire retardant flotation, or flotation devices, will allow for adequate stability and positive buoyancy in a flooded condition. See references to vessel certification, re: TP 1332 / ISO testing.
3. **Stowage :** Weather tight stowage for small items of equipment must be provided in void spaces beneath seats, and where practicable, inside console(s). All exterior stowage compartments must be lockable, secured by positive means and operable by gloved or insensitive hands.

**3.5 Painting and Preservation**

1. Fibreglass components must have a coloured gel-coat finish on all exterior surfaces. Gelcoat to be applied at 20-22 mil thicknesses. Finish colour(s) as per Vessel Particulars.
2. Aluminium components must have a painted finish on all specified exterior and interior surfaces, comprised of suitable etch, primers, and topcoat per the Vessel Particulars. Typical single coat paint systems can be applied in the 5 to 7-mil thickness range per coating set. Typical system components would be: a) etch-primer; b) two coats of primer; and c) minimum two topcoats.
3. Prior to delivery the Contractor must ensure that all non-painted exposed aluminium is free of cosmetic blemishes, including all construction marks, scratches, gouges and stains.

**3.6 Propulsion**

1. Unless otherwise specified, propulsion motor(s) will be supplied and installed, per Outfitting section 18.
2. **Run-in operation:** The Engine must be installed and operated in accordance with the engine manufacturer's recommendations. The use of engine manufacturer's approved accessories and equipment is required except for outboard motor control cables (which must be heavy duty Morse 33C Supreme Red-Jacket ® cables, with manufacturer's cable ends installed, or manufacturer's best quality cable sets). Equipment and components must not be used, or trials performed on the engines that would, in any way, void the engine manufacturer's warranties.
3. **Warranty:** All components of the propulsion system must be warranted by the original equipment manufacturer for the standard term, sourced by GSM or as Contractor Furnished Material (CFM).
4. **Propellers/Impellers:** Unless otherwise specified, propeller(s)/impeller(s) must be as per Sec 18. Contractor must record in the trials report and equipment lists, the appropriate pitch and diameter to meet the Performance Requirements as determined by the Contractor developed design check, and trials. Propellers must be CFM.

**3.6.5 Steering Systems**

1. Steering system must be remote hydraulic with self-contained oil reservoir, and replaceable seals on the rams, unless propulsion system builder requires alternate steering arrangement per Section 19.
2. Hydraulic hoses must be of sufficient size and length to prevent pulsing. Hoses must be suitable for use in an exposed marine environment complete with stainless steel fittings.

### 3.7.0 Electrical System

1. The electrical system design, component selection and installation must be in accordance with Canadian Standards Association C22.2 NO. 183.2-M1983 (R1999) "Standards for D.C. Electrical Installations on Boats", or ABYC 'E' as referenced by TP1332. All electrical equipment and hardware must be installed in accordance with the manufacturer's specifications. AC systems will be called up in Section 17, Outfitting.
2. All fitted electrical equipment must be capable of operating simultaneously with any other fitted electronics equipment without causing interference to any electronic equipment or to the magnetic compass.
3. Galvanic corrosion is to be controlled by installation of an effective bonding and grounding systems with galvanic isolation. Cathodic protection is to be effected by installation of sufficient anodes positioned so as to minimise cathodic currents per ABYC and TP1332.

**3.7.1 Twelve (12) volt DC distribution system** must be provided to power the engine starting and boat service loads including:

1. Navigation, interior, and exterior lighting.
2. Electrical equipment.
3. Instrumentation.
4. Bilge Pumps.

### 3.7.2 Batteries and Switches

1. Batteries must be marine grade, 12 V, deep cycle maintenance free, Some engine packages may require larger capacity for injection systems, see Section 17, Outfitting.
2. Battery switch must be Certification Agency, (CE, CSA, USCG, etc.) approved and must be mounted to prevent snagging or accidental switching.
3. Battery compartment must be weather tight and fitted with a suitable means of gas venting including for 'sealed' batteries.

**3.7.3 Power Distribution:** Cables for all electrical distribution must be ample in size for the particular service, of marine grade tinned boat cable.

### 3.7.4 Cabling Installation

1. Cables must be grouped into wiring harnesses wherever possible. All wiring harnesses must be routed below deck. All below deck cabling must be through conduit pipe.
2. Cabling / conductors passing through watertight boundaries, decks, bulkheads or other exposed surfaces must be installed to maintain watertight integrity of the structure. Cable entry into watertight enclosures must be through watertight marine glands of suitable size. All electrical equipment must be readily accessible for performing maintenance.
3. Cables and conductors must be supported with clamps or straps at least every 18 inches on horizontal runs and every 14 inches on vertical runs.
4. Cabling / conductors passing through structures without watertight glands, must be protected against chafing by the use of abrasive resistant grommets.
5. Routing cables through foamed spaces must be avoided wherever possible. Cables that must be routed through foamed spaces must be run in PVC conduit pipe. The pipe must be arranged in a manner that prevents water from becoming entrapped in the pipe.

### 3.7.5 Control and Monitoring Systems: Gauges and Indicators: Dimensions and Mounting

1. Unless otherwise specified, gauges must be analogue-style, or Engine Manufacturers' digital equipment. Gauges must be sized and installed so they are readily visible by the operator while operating the boat.
2. All gauges must be backlit with an adjustable dimmer.
3. Propulsion control system installation must include single-lever combined engine control, to be located at the operator's position on the starboard side of the control station. Controls must conform to engine manufacturer's recommendations for commercial use.
4. The Operator's position must be fitted with a lanyard style emergency shut down switch which is attached to the operator and must shut down the engine if the lanyard is pulled from the switch, as well as the following:
5. Bilge Pump operation/ indication for each compartment so equipped.

6. Allowance for at least one additional input, if a single integrated alarm panel used.
<b>3.7.6 Piping Systems</b> <ol style="list-style-type: none"><li>1. Flexible Connections - Where flexible connections are required for steering and fuel systems, suitable hose with permanently crimped, detachable reusable type fittings must be used.</li><li>2. Fittings and clamps must be stainless steel. Bolts used in all fittings must be Type 316 stainless steel.</li></ol>
<b>3.8 Reserved for Fire Suppression - Inboard Engine Configuration</b>
<b>3.9 Navigation Equipment (COLREGS)</b> <i>http://www.tc.gc.ca/acts-regulations/GENERAL/C/csa/regulations/010/csa014/csa14.html</i> <ol style="list-style-type: none"><li>1. Navigation lighting fixtures must be of such a design as to resist the effects of vibration and moisture and must be provided with adequate protection from damage.</li><li>2. Particular COLREGS rules to note (vessels under 12 M.); Rules 22, 23, and Annex 1, rules 2, 9, and 10. (<b>NOTE:</b> The lights must be installed parallel to the "Normal Load" waterline that often may not be parallel to the deck.)</li><li>3. The navigation lights must be mounted so as not to interfere with vision of the operator.</li><li>4. The navigation lights must be permanently mounted.</li><li>5. The Contractor must supply and install an electric horn that ensures the requirements of the Collision Regulations, Rule 32 are met, i.e. with a standard small vessel 'horn' audible 0.5 NM. The horn must be installed on the vessel exterior with the 'horn' facing forward. (See Section 13.6.)</li></ol>
<b>4.0 Warranty, Service and Parts:</b>
<b>4.1 Components and Equipment Support</b> <p>All components and all mechanical, auxiliary, electronic and electrical equipment installed on the boat, with the exception of the collar, must be supportable by parts and service in Canada within 30 days. A collar, if any, must be supportable by parts and service in Canada within 30 days. All components and equipment must be current models.</p>
<b>4.2 Spare Parts</b> <p>To facilitate replacement and inter-changeability of parts, as well as maintenance procedures and operator training wherever practicable the Contractor must standardize on selection of equipment, fittings and fabrication methods within all boats supplied.</p>
<b>4.3 Parts and Service Depot(s)</b> <p>Contractor's parts depots must be capable of efficiently supplying all Ontario with spare parts for all components of the vessel and warranty service for all components of the vessel. It is recognized that many equipment items will have their own manufacturer's warranty cards for owner registration. Contractors must have a factory authorized service representative capable of call back response in all regions of Canada within <b>48</b> hours of receiving a service call.</p>
<b>5.0 Documentation</b>
<b>5.1 Technical Publications General:</b> The Contractor must provide, upon delivery of the vessel, one (1) copy per vessel produced, plus one for the regional client department TA: of a comprehensive owner/operator manual that provides a physical and functional description of the craft, its machinery and equipment, as well as delivery testing and sea-trial result documentation. The manual should include but not be limited to sections such as: General Information, Technical Information, and an Initial Spare Parts List.
<b>5.2 General Information Section:</b> The General Information Section must include a description of the arrangement and function of all structures, systems, fittings and accessories that comprise the boat, with illustrations as appropriate: <ol style="list-style-type: none"><li>1. Operating procedures.</li><li>2. Basic operating characteristics (such as temperatures, pressures, flow rates, etc.)</li><li>3. Installation criteria and drawings, assembly and disassembly instructions with comprehensive illustrations showing each step.</li><li>4. Recommended planned maintenance.</li><li>5. Complete troubleshooting procedures.</li></ol>

**5.3 Technical Information Section:** The technical manual should include a complete set of detailed owner / operator instructions, drawings (Section 15), parts lists and supplemental data for all components of the boat (whether acquired from external sources or custom-manufactured).

1. The list must include the name, part number and serial number if applicable of the parts, items or components and must indicate the supplier (name, address, phone number, email address) of this part, equipment or component and in which part of the specification the item appears.
2. Hull; including hull data, TEST and TRIAL results, serial or manufacturer's numbers, and equipment warranty cards.
3. Collar; including collar materials and glue materials, and procedures necessary for onboard repair of the collar.
4. Engine(s) and equipment: including engine and propulsion serial numbers.
5. Electronics, (if applicable): including model and serial numbers.
6. Regulatory and Stability information: as required per TP 1332, which references ISO12217 that further references ISO 6185 for RIBs.

**5.4 Initial Spare Parts List:** The Technical manual must also include a list of recommended initial onboard spare parts to be stocked for the craft. At a minimum this list must include the following items (as applicable):

1. Propulsion: Propeller / impeller, filters, water pump impeller, starting battery, throttle and shift cables, any special engine tools.
2. Electrical: fuses, light bulbs, electrical panel breakers;
3. Boat Structures and Fittings: Miscellaneous commonly used fasteners.

**6.0 Quality Assurance**

The basic reference to ISO 900x compliance is as per the contract document.

**7.0 Test and Trials:**

**7.11.** The Contractor must inspect and test the following items, as a minimum, for adherence to the contract requirements and proper operation (proper operation means that the equipment can be started, operated, connected together and demonstrated to function in a normal fashion, as applicable). All discrepancies must be corrected prior to delivery.

2. The required inspections and tests are minimums and are not intended to supplant any controls, examinations, inspections or tests normally employed by the Contractor to assure the quality of the boat:

1. Weight
2. Construction Quality
3. Lifting Gear (if required)
4. Propulsion Engines including Starting and Controls
5. Steering System
6. Fuel System
7. Electrical System
8. Electronics

**7.2 Sea Trials – General**

The Inspection Authority must be notified no less than 24 hours prior to sea trials. The Inspection Authority reserves the right to witness or decline attendance of sea trials. Absence of the Inspection Authority at sea trials does not relieve the Contractor of its responsibility to conduct and record sea trials. Sea trial results must be forwarded to the Inspection Authority prior to delivery of the vessel. The Inspection Authority will inform the Technical Authority of trials so they may attend.

**7.3 Sea trials** must be conducted by the Contractor to demonstrate the boat and its equipment conform to the requirements as stated in the Contract and the Performance Requirements. All expenses incident to the trials must be borne by the Contractor, including fuel unless otherwise specified. A crew provided by the Contractor must operate the vessel during sea trials. Residual fuel, if not drained for shipping, must be delivered in its tank with the boat.

1. All Sea Trial instrumentation and equipment must be furnished and operated by the Contractor. Trial instrumentation, where applicable, is not to replace the boat's instruments (e.g., engine tachometer, pressure gauges, thermometers). The Contractor must furnish all necessary hardware and fittings and must install the measuring devices. After satisfactory completion of the trials, all instrumentation must be removed and all systems restored. The Contractor must provide calibration data certifying the accuracy of the instrumentation for the tests.
2. The Contractor is required to run the vessel during builders' trials until the engine(s) have accumulated the operation hours sufficient for the initial engine service by the engine supplier, and to have the manufacturers' service agent perform the service and provide an initial service report.

**7.4 The Contractor must submit a Test & Trials Plan**, including a description of all of the acceptance trials to be performed. As a minimum, the following trials must be conducted: The vessel must operate in the Normal Loaded Condition, per Section 10.

1. Speed Trials - The speed trials must be done over a course at least one nautical mile in length. Two runs must be made over the course, one in each direction with the speeds for the two runs averaged. The use of GPS data (averaged) is acceptable.
2. Endurance Trial - During the endurance trials, it must be demonstrated that all parts of the propulsion system are in full operation. All systems must be operated to check for proper installation. Fuel consumption can be calculated using manufacturers' data.
3. Astern Propulsion - The vessel must be operated and manoeuvred using astern propulsion to establish the astern performance. During the backing performance tests the throttles must be set to provide approximately 1/3 of the rated engine horsepower.
4. Steering Gear; Tests must be conducted on the steering gear to demonstrate the adequacy of the steering system under all operations. Manoeuvring tests must be performed to ensure that the boat meets the stated Basic Performance requirements, per Sec 11. Manoeuvring trials must be conducted in the Normal Operating Condition.
5. Lifting Gear Load Test; Vessel and bridle or lift frame may be tested at 150% of normal load condition, as specified in the Vessel Particulars; to lift and hold without deformation of the lift points or associated hull. Lift points to be recessed flush with deck, and certified for load.
6. Stern towing arrangement: Testing bollard pull to design capacity in a direct astern load.
7. At the conclusion of sea trials each boat must be thoroughly cleaned and inspected. Outboard engine cooling systems must be flushed through with fresh water. The Contractor must repair any damage to the vessel or ancillary equipment resulting from sea trials, to the satisfaction of the Inspection Authority.
8. For the purpose of the trials, Normal Loaded Condition is to be considered to be the basic boat, fitted with all normal equipment, full fuel, with complement and loads per Vessel Particulars, section 10.

**7.5 Final Inspection and Acceptance** (PWGSC Acceptance Document) for delivery;

Final Inspection must not be performed until all tests have been satisfactorily completed with data available for review. The boat must be ready for delivery in all respects, except for final preparation for shipment. The Contractor must provide personnel, as required, to resolve questions and to demonstrate equipment operation maintenance accessibility, removal and installation. The Contractor must document the results of the final inspection and submit these results to the Inspection Authority; a copy of the trial results must be shipped with the deliverables for each boat, per Sections 7.6/ 7.7.

<p><b>7.6 Stability</b> examination per TP1332 (from ISO standards 12217 which for RIBs delegates to ISO 6185) requires the Contractor to record all stability/ structural, calculation and trial results and provide a copy for each boat produced, to be placed in the technical manual. See Section 14 Standards. The trial of the first of a series of vessels can be used for all vessels.</p>
<p><b>7.7 Trial Records</b> - The Contractor must maintain records of testing for each boat for a minimum of two years. The Contractor must prepare a trials check sheet that certifies that each test has been completed. The check sheet must indicate the actual weight of the boat in Light Condition, per section 10. The check sheet must also indicate the Normal Loaded weight and the date for the 150% load lifting gear test, if required. This check sheet must be included with the deliverables of each vessel.</p>
<p><b>7 Standard Deliverables</b> with each completed vessel one manual per vessel delivered plus one for the client department TA:</p> <ol style="list-style-type: none"><li>1. A detailed operator manual must be provided for all equipment, and systems, per Section 5.</li><li>2. Sea Trial results, and shop testing sheets, including fuel tank test report, per Sec 3.7.6.</li><li>3. Acceptance Certificates, and compliance sheets or certificates distributed with equipment i.e. life saving appliances, lifting appliances, engine test reports, calibration certificates, navlight certificates, fire suppression material certificates, flotation foam rating sheets (if any). The initial inspection of the vessel(s) after delivery, by Department Self Inspector, will establish TP 1332 / ISO compliance. (SVMIP self inspection checklist.)</li><li>4. Stability information, including ISO calculation sheets or manufacturers flotation tests.</li></ol>
<p><b>8.0 Packaging and Shipping:</b> Shipping other than Towing on Trailer</p>
<p><b>8.1</b> Prior to shipping, the boat must be cleaned throughout, preserved and covered (shrink wrap), secured on the boat trailer if any, or chocked as required, in accordance with this section.</p>
<p><b>8.2</b> Bilges must be dry and free of oil and debris and the fuel tanks must be drained.</p>
<p><b>8.3</b> The propulsion system must be preserved in accordance with the manufacturer's recommendations for storage of up to one year in an environment that will be subjected to freezing temperatures.</p>
<p><b>8.4</b> The battery must be disconnected.</p>
<p><b>8.5</b> A durable warning tag must be wire tied to the steering wheel indicating that the boat has been preserved for shipping and storage and should not be started until the propulsion machinery has been reactivated.</p>
<p><b>8.6</b> Lengthy shipping arrangements must protect the boat hull from deformation from road irregularities producing, due to repeated bouncing, dents in hulls supported on roller assemblies, by the insertion of a temporary bunk to distribute loads.</p>
<p><b>8.7 Towed Delivery on the boats' trailer:</b> In local short haul trips in non-freezing weather, only the cleaning and covering provisions may be required, with the approval of the Inspection Authority.</p>
<p><b>9.0 Trailer Information: IF required:</b> (See Annex 'I' pricing sheet for requested pricing, if any, and section 20 at the end of Vessel Particulars for specific trailer information)</p>

<p><b>VESSEL PARTICULARS</b></p>
<p><b>10.0 Physical Characteristics:</b></p> <ol style="list-style-type: none"><li>1. Length overall between 5.6 and 5.8 meters.</li><li>2. Breadth overall (collar inflated), minimum 2.2 M. to not more than 2.4 meters.</li><li>3. Maximum draft (outboard motor or out drive lowered) between 0.60 and 0.75 meters.</li><li>4. Maximum draft (outboard motor or out drive raised) between 0.30 and 0.45 meters.</li></ol>
<p><b>10.1: Normal Load Condition:</b> (Light loaded vessel is complete vessel; no fuel, load, or personnel)</p> <ul style="list-style-type: none"><li>- Crew of 2 = 200 kg</li><li>- Fuel = minimum 50 litres in two external tank(s), 38 kg.</li><li>- Equipment and supplies = 200 kg.</li></ul>
<p><b>10.2 Vessel Tonnage Requirements: Contractor must supply Simplified Tonnage Measurement document filled out for this vessel.</b></p>

### **11.0 Operational Performance**

1. Unless otherwise stated, Performance will be for conditions of zero sea state and no wind, in salt water with Normal Load and complement. The craft must be designed and constructed for ease of maintenance and repair, long life, and to be easily supportable by local commercial facilities and suppliers. The craft is expected to have a service life of at least 10 years, with an expected usage of between 300 and 500 hours per year.
2. Maximum Desired speed: minimum 35 knots
3. Minimum speed: cruise at 20 knots in Beaufort Force 6 with 25-knot wind.
4. Endurance: maximum speed for 2 hours. Run at 10 knots for 8 hours.
5. Desirable Range: 80 nautical miles with 10% reserve at 10 knot minimum speed
6. Capable of steering 15° from heading, in Beaufort Force 6, seas from any direction.
7. Steer and manoeuvre effectively at 3 knots in Beaufort Force 6.
8. Maintain course, made good over ground, when proceeding at 3 knots with relative crosswind of 25 knots.
9. Capable of steering effectively in Beaufort force 6 with winds up to 27 knots while towing a 1 tonne (displacement) vessel at a rate that would at least maintain the vessel position.

#### **11.1 Beaching: N/A**

### 11.2 Depth Under Keel

1. Operate in depths of 1.0 meter with outboard motor lowered.
2. Basic manoeuvring in depths of 0.80 meters with outboard motor in the partially raised position.

### **12.0 Environmental Conditions**

- 12.1 Must operate day or night in the following conditions:
1. Average ambient air temperature range: -10°C to + 35°C.
  2. Average water temperature: 0°C to +20°C.
  3. Wave heights of up to 4 meters (Beaufort Force 6).
  4. Wind speeds of 25 - 35 knots.
  5. Operate in rain while maintaining stability in Beaufort 6.

### **13.0 Vessel Configuration**

#### **13.1 General Arrangement - Open Center Console RIB**

1. The vessel must be equipped with a center console
2. Seat shall be 55 centimeters to 65 centimeters in height and designed to support persons of 150 kg each. Footrest required across console lower face 18" below seat.
3. The operator and navigator to have handles mounted to the console to facilitate operating the console equipment and access around the console, see following.
4. Custom seats and backrests shall be constructed of plastic board and back, with 5" of rebound foam covered with 1" of foam. Surface coverings to be waterproof ballistic nylon type material. The shape shall be contoured so that maximum comfort is afforded to occupants.

#### **13.2 General Deck Arrangement – Open Center Console RIB**

1. The console shall be fabricated from Fiberglass. Minimum one ft (12 inches) required between collar and console sides P&S.
2. The console shall be fitted so as to provide ample space for navigational equipment. Sufficient unobstructed space shall remain aft of the console and seating to provide safe access to towing arrangements and propulsion equipment.
3. The console must have handrails, (minimum 3/4" pipe) at the forward top edge which may turn the corners P&S, and a handrail at the aft top edge below the dash equipment.
4. Double jockey seat (grey upholstery) with double back rests,
5. Engine controls shall be situated to the starboard of the operator's console, near the center of the console, with wheel on port, and shall be situated in such a manner that the operation of one control, or the steering wheel, shall not interfere with any of the other controls.
6. There will be at least 4 tie up points around the vessel / Two (2) forward on a bow storage box, 2 aft on transom corners.
7. There must be bolt-on or socketed inboard handrails port and starboard at the bow, straddling the P&S cleats, for egress on the forward quarters.

<b>13.3 Console Configuration</b>
<ol style="list-style-type: none"><li>1. There will be an array of electronic equipment at the helm position, see electronics section 17.2.4, and Propulsion Controls section 18.</li><li>2. All lights switches and the breaker control panel must be within easy reach of the helm position.</li><li>3. Provision required for additional space for installations.</li><li>4. Dry Storage (waterproof compartment) is to be accessible on the lower half of the Console.</li><li>5. White in color made in vacuum infusion with stainless steel handle at front.</li><li>6. Coach hatch on the right side, battery hatch on the left side and wet Hatch at the bottom of console Waterproof storage under seat.</li></ol>
<b>13.4 Deck Covering</b> : All open deck covering will be approx 3/8" shock and sound absorbing rubber with embossed tread pattern.
<b>13.5 Stowage</b> : In addition to the seat box stowage, there shall be below deck stowage arranged forward below deck, and there must be secure stowage arranged for all vessel equipment as noted elsewhere (17.1).
<b>13.6 Navigation Lighting and Equipment</b>
<ol style="list-style-type: none"><li>1. navigation side lights must be permanently fitted to the console forward corners and with protected wiring and must be waterproof. The fitting of a combined navigation sidelight lantern on the deck forward will not be acceptable.</li><li>2. The fixtures must be of such a design as to resist the effects of vibration and must be provided with adequate protection from damage that may occur when laying along side a vessel or a pier. (The Hella NaviLED Series of lights, including the NaviLED 360 all-round light, and NaviLED sidelights meet this requirement.)</li><li>3. Non-white navigation lighting must be wired together on a separate breaker of the 12 volt DC electrical system and all around Mast /Anchor light will be on a separate switch. Two switches to be provided, labelled: Nav 1 (masthead / anchor) and Nav 2 (side [running] lights).</li></ol>
<b>14.0 Construction Standards</b>
<ol style="list-style-type: none"><li>1. Transport Canada Marine Safety Regulation TP 1332 "Construction Standards for Small Vessels", which incorporate references to <b>ABYC</b> standards for equipment such as fuel tanks and fuel systems, as well as tank space ventilation, and ISO standards for stability, loading capacity, deck drainage etc. as delegated to ISO 11812 / 12216 / 12217, 6185, etc.</li><li>2. <b>Under ISO 6185-3 upper limit at 8 meters, stability testing must be arranged for this vessel, as described in ISO 6185-3, near the completion of construction to verify compliance.</b> <a href="http://www.tc.gc.ca/MarineSafety/Directorate/TP/tp1332/tp1332e.htm">http://www.tc.gc.ca/MarineSafety/Directorate/TP/tp1332/tp1332e.htm</a></li><li>3. Canadian Standards Association C22.2 NO. 183.2-M1983 (R1999) "Standards for D.C. Electrical Installations on Boats and <b>ABYC 'E' electrical standards.</b>"</li><li>4. Transport Canada Marine Safety Regulation TP 1324 "Coated Fabrics". <a href="http://www.tc.gc.ca/MarineSafety/Directorate/TP/tp1324/tp1324e.htm">http://www.tc.gc.ca/MarineSafety/Directorate/TP/tp1324/tp1324e.htm</a></li></ol>
<b>15.0 Construction Drawings and Data</b>
<ol style="list-style-type: none"><li>1. The following, "As Fitted", dimensioned drawings must be produced for manuals to record the vessel particulars.</li><li>2. Lines Plan with approximately ten sections through hull.</li><li>3. Vessel midship section showing the console / operating position in the deck.</li><li>4. Plan and Profile, general arrangement, with indication of interior structure.</li><li>5. Systems drawings presented on as many sheets as required for clarity covering Bilge, Fuel, Electrical, and Driveline or mechanical drawing as required.</li></ol>
<b>16.0 Construction and Finish</b>
<b>16.1 Hull and Deck</b> - The hull, and deck, must be fiberglass

**16.2 The Hull** is to be a minimum 15 degree deadrise (aft) "Deep V" style monohull with a reverse chine flat that runs to the stem, and hull bottom to incorporate one spray strake on the bottom, per side, to run out to the stem.

1. The hull may have a minimum 3/8" thick 'delta pad' keel with interior vertical stiffener on the centreline, from the bar keel stem of minimum 3/8" thick plate to the motor POD transom, OR be a continuous V shape with bar keel protruding from motor pod transom to chine at stem.

**16.3 Deck** wells or cockpits must be self-draining, and meet the regulatory requirements by means of non-return freeing ports in the transom, or aft end of the deck.

**16.5 Stowage, Lifting and Trailer Securing Points:**

1. Arrangements must be provided for safe, secure and accessible stowage of an anchor and cable, and other equipment in bow / anchor locker. The anchor to be a 'Danforth' style, and stowed with the shank facing the bottom of the locker and the flukes aligned athwartship with the tipping crossbar at the top of the locker for easy access.
2. **Tie Downs:** Port and Starboard trailering tie down points to be fitted on transom.

**16.6 Bow Eye:** A system is to be incorporated into the construction of the stem that allows for the bowline and or trailering hook to be attached to the bow and which must not protrude from the line of the stem. The fitting must be of a non-corrosive material and of sufficient strength to allow for towing the vessel at a speed of 20 knots in calm water in the normal loaded condition, on an even keel, without damaging the vessel or causing chafing of the towline.

**16.7 Pumping and Drainage - Electric and Manual pumps**

1. An automatic control shall be fitted that turns on the electric bilge pump when water is present in the bilge. (An Ultra JR Float Switch meets this requirement, as well as integrated caged switches in the base of pumps.) The electric bilge pump control switch shall be located on the operator's console, with settings for 'on', 'off', and 'automatic' operation. An indicator light shall be provided at the control that lights when the bilge pump is operating.
2. Hull drainage: A non-corrosive threaded plug shall be provided in the lowest point to drain the hull when out of the water.
3. Valves and handles shall be stainless steel or non-corroding materials, and shall be located where they are readily accessible for operation, maintenance or removal.

**16.8 Exterior Finish** - The standard color of the hull, deck, collar, and console of the craft must be grey. Upholstery on the seats must be white or gray.

**16.9 Collars**

1. Collar must be an inflatable type with at least 5 separate chambers of approximately equal volume, two (2) chambers each port and starboard sides and the 5th around the bow.
2. Each chamber fitted with a suitable inflation system and over-pressure relief valves calibrated to 3 psi (the Halkey Roberts model 690BV inflation valve and the Mirada model B51019 3.5 psi over pressure relief valve, meet this requirement). Inflatable collars fitted must be constructed of material that meets the criteria for strength, elasticity, resistance to wear and longevity as defined in TP 1324. (1650 Decitex Neoprene / Hypalon coated nylon fabric meets this requirement) and must be Neptune grey in colour. New Polyurethane materials may be proposed.
3. Collar systems must be attached to the hull using mechanical fasteners (machine screws) in such a manner that the collar can be easily removed for repair or replacement. The use of glue-on type collars is not acceptable.
4. Collars must be provided with minimum 5 protective wear strips all around. Extruded neoprene rubber, or equivalent, rubbing strakes (minimum 75mm wide, 'Bombard' style) must be glued along the entire length of the outboard side of the collar to provide protection against abrasion and puncture. The bottom of the collar wetted surface of the tubes (if any) will have a protective layer of material installed, and the bow of the tubes from stem to aft of bow boarding area to be protected above the Bombard strips with additional glue on patches of rubberized material. (EPDM or equal) Boarding area aft, between forward end of side rails and aft end of console, to

be similarly protected.

5. Grab lines of nylon braided rope construction ½" diameter, must be fitted along the collar on both the port and starboard sides to provide access from both within the boat and for persons in the water. Grab lines must be mounted just outboard of the top of the collar, by means of a lacing cuff (not by D-Ring attachment), or to the outboard side of the sheer frame of the tube bulwark.
6. A repair kit must be provided for Collars.
7. All seams are to be hand buffed and glued.
8. Polyurethane sealant should be used on all interior seams and baffle edge.
9. Foot pump, with correct valve fitting to be supplied (bellows type, for inflated components).

## **OUTFITTING AND EQUIPMENT**

### **17.0 Outfitting Detail**

**17.1 Lifesaving Emergency Equipment** - The following items must be supplied and provided with stowage / securing arrangements (as appropriate for each item). All CFM fittings must be heavy duty, corrosion resistant stainless steel fittings. All items must be readily accessible (the foot pump and the repair kits must be stowed in a stowage locker):

1. Fire extinguisher (Class B1, marine type)
2. Two (2) paddles of a useful length.
3. A boat hook, telescoping.
4. 'Danforth' style, galvanised steel anchor of a suitable size with chain and rode.
5. Mooring lines, four (4) X 20 X 5/8" braided nylon line with eye spliced into one end.
6. One manual bilge pump or bailer.
7. One buoyant heaving line with not less than 15 meters.
8. First Aid Kit.

**17.2 Electrical System:** The electrical system is to be of the marine type and generally protected from a water environment. All wires are to be of the marine type, with tinned copper strands (UL 1426) and are to be identified on the electrical drawing provided by the Contractor. The system's distribution is to be operated by way of panel(s) with 4 circuit breakers for additional electronic devices. All circuit breakers are to be clearly identified.

### **17.3 Batteries**

- 1 The boat is to be equipped with a deep-cycle battery with a selector on/off switch and connected in accordance with the motor manufacturer's technical specifications.
- 2 Additional battery needs to be noted as below:
- 3 The batteries must be of marine quality equipped with rollover caps and a capacity to adequately service engines and ancillary vessel loads

### **17.4 Deck Equipment**

1. Two 12 VDC power points required, on the dash., and on forward face of console, and one in the aft face of the bow box. Wiring in bow box to be protected.

**17.5 Navigation Electronics** This vessel must be equipped, and integrated with the following electronics navigation package, with displays located across the forward dash, in addition to the COLREGS required equipment. Arrangement to be approved by the owner's TA.

1. Icom IC 504 model VHF marine radio with a SS> whip antenna, on a stainless steel folding ratchet locking base, located port or Starboard rear.

<p><b>18.0 Propulsion</b></p> <ol style="list-style-type: none"><li>1. Unless otherwise specified, propulsion will be by one (1) GSM, BRP Etec gasoline outboard motor c/w 25" leg. Contractor to specify installed power for the 35 knot minimum top speed.</li><li>2. Motor(s) must be mounted in accordance with manufacturer's recommendations.</li><li>3. Engine package must incorporate an automatic shutdown feature (kill switch) for the engine to be mounted near the ignition switch.</li><li>4. Control cables will be CFM, see Section 3.6.</li><li>5. Contractor to supply and install any of the following engine readouts or gauges included in the manufacturers' standard and optional gauge package (e.g. Evinrude I-Command) for the specified engine:</li></ol>
<p><b>18.1 Fuel Systems:</b></p> <ol style="list-style-type: none"><li>1. Fuel systems must meet with all requirements of TP 1332 "Construction Standards for Small Vessels", which reference the ABYC standards.</li><li>2. The vessel must be fitted with two (2) plastic marine grade external fuel tanks of 25 liters each.</li><li>3. Arrangements must be provided for the proper securing of each fuel tank as well as associated lines, vents, fills, to be fitted to the boat.</li><li>4. Fuel lines from the fuel tanks to the motor to be protected against chafing and wear.</li></ol>
<p><b>19.0 Steering</b></p> <ol style="list-style-type: none"><li>1. Steering systems must be hydraulic with a maximum of 3.5 turns from hard over to hard over. (The SeaStar® and / or DayStar steering systems, depending on vessel horsepower, from Teleflex meet this requirement). Particular propulsion systems may have their own requirements for steering that must be adhered to, e.g. Jet steering systems.</li><li>2. All hydraulic steering hoses must be routed so that there are no pinch or chafing points on the hoses.</li><li>3. The wheel / console connection must be of robust construction, to eliminate fore and aft or lateral movement of wheel / steering shaft fixture.</li><li>4. The Steering wheel must be non-corroding metal cored and must have rubber or plastic covered rim, and the steering wheel and dash must be stiff enough that during rough water operations there is no flexing of the wheel. (Momo Marine steering wheels meet these requirements.)</li></ol>
<p><b>20.0 Trailer</b></p> <ol style="list-style-type: none"><li>1. A trailer is required:</li><li>2. Is to be rated at least 20% over the anticipated 'normal load' weight of the boat, and to be specified as follows:<ol style="list-style-type: none"><li>2.1 Welded galvanized component construction</li><li>2.2 15 inch 6 bolt wheels with disc brakes</li><li>2.3 Dual axle, with liquid filled axle bearings</li><li>2.4 Brake, and turn signal lighting, with 7-prong round wiring connector</li><li>2.5 Electric/hydraulic, jurisdiction compliant braking system</li><li>2.6 Manual, two speed bow winch assembly with winch webbing strap, and dual bow chock</li><li>2.7 Swivel tongue jack and pad (2500lb capacity)</li><li>2.8 Fitted with heavy duty 'stand-on' fenders and hitch to accommodate a 2' 5/16" ball</li><li>2.9 Multiple roller assemblies, and spare tire and carrier, with lug wrench</li><li>2.10 Supplied with two ratchet tie down straps w/ hooks securing boat to trailer aft. Turnbuckle to be provided for securing boat to trailer forward.</li></ol></li></ol>

Solicitation No. - N° de l'invitation  
W0114-165254/A  
Client Ref. No. - N° de réf. du client  
W0114-16-5254

Amd. No. - N° de la modif.  
File No. - N° du dossier  
KIN-5-440

Buyer ID - Id de l'acheteur  
KIN519  
CCC No./N° CCC - FMS No./N° VME

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## ANNEX "B", BASIS OF PAYMENT

Firm lot prices, all inclusive, in Canadian funds, Delivered Duty Paid "DDP" to Royal Military College Kingston, Ontario. Prices included Canadian customs duties and excise taxes as applicable and Taxes Extra.

### Firm Requirement:

Item	Description	Quantity	Firm Unit Price
1.0	Supply boat with trailer as specified in Annex "A" for delivery before 31 March 2016.	2	\$ _____/boat
2.0	Pricing to supply additional boat and trailer as specified in Annex "A" that Canada has the option to purchase within two weeks of contract award, for delivery before 31 March 2016.	4	\$ _____/boat

## ANNEX "C", INSURANCE REQUIREMENTS

### Ship Builders Risk Insurance

The Contractor shall enter into a contract of insurance issued in the joint names of the Contractor and Canada as their respective interests may appear in the standard form of Marine Builder's Risk Policy to provide full indemnification to Canada for any loss or damage to the vessel or any other materials which are the property of Canada for installation in the vessel in the custody of the Contractor or any claim or expenses to Canada as aforesaid for which the Contractor assumes responsibility hereunder, and the premium or cost of such insurance coverage shall be incorporated into and form part of the purchase price.

Notice of Cancellation: The insurer shall provide to the Contracting Authority at least thirty (30) days prior written notice of any policy cancellation or any adverse material changes in the policy coverage.

Settlement of Claims: Insurance proceeds from any loss or damage to government property must be payable to the appropriate party, as directed by the Contracting Authority.

### Marine Liability Insurance, G5003C (2014-06-26)

1. The Contractor must obtain Protection & Indemnity (P&I) insurance that must include excess collision liability and pollution liability.

The insurance must be placed with a member of the International Group of Protection & Indemnity Associations or with a fixed market in an amount of not less than the limits determined by the *Marine Liability Act*, S.C. 2001, c. 6. Coverage must include crew liability, if it is not covered by Worker's Compensation as detailed in paragraph (2.) below.

2. The Contractor must obtain Worker's Compensation insurance covering all employees engaged in the Work in accordance with the statutory requirements of the Territory or Province or state of nationality, domicile, employment, having jurisdiction the Contractor is assessed any additional levy, extra assessment or super-assessment by a Worker's Compensation Board, as a result of an accident causing injury or death to an employee of the Contractor or subcontractor, or due to unsafe working conditions, then such levy or

assessment must be paid by the Contractor at its sole cost.

3. The Protection and Indemnity insurance 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 as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.

(b) Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by Parks Canada and Public Works and Government Services Canada for any and all loss of or damage to the watercraft however caused.

(c) Notice of Cancellation: The Insurer will endeavor to provide the Contracting Authority thirty (30) days written notice of cancellation.

(d) 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.

(e) Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,  
Quebec Regional Office (Ottawa),

Solicitation No. - N° de l'invitation  
W0114-165254/A  
Client Ref. No. - N° de réf. du client  
W0114-16-5254

Amd. No. - N° de la modif.  
File No. - N° du dossier  
KIN-5-440

Buyer ID - Id de l'acheteur  
KIN519  
CCC No./N° CCC - FMS No./N° VME

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Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8

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.

Errors and Omissions Liability Insurance G2002C, (2008-05-12)

1. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional 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 \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
2. 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.
3. The following endorsement must be included:  
Notice of Cancellation: The Insurer will endeavor to provide the Contracting Authority thirty (30) days written notice of cancellation.

## ANNEX "D" to PART 5 - BID SOLICITATION

### FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\)-Labour's](#) website.

Date: \_\_\_\_\_ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).
- A5. The Bidder has a combined workforce in Canada of 100 or more employees; and
  - A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

**OR**

- A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The Bidder is not a Joint Venture.

**OR**

- B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)