



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
Room 100,
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6
Bid Fax: (204) 983-0338

**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 Mobile Gyms	
Solicitation No. - N° de l'invitation W0127-15P025/A	Date 2015-12-29
Client Reference No. - N° de référence du client W0127-15P025	
GETS Reference No. - N° de référence de SEAG PW-\$WPG-211-9716	
File No. - N° de dossier WPG-5-38247 (211)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-02-08	
Time Zone Fuseau horaire Central Daylight Saving Time CDT	
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: Wiebe, Amanda	Buyer Id - Id de l'acheteur wpg211
Telephone No. - N° de téléphone (204) 510-9736 ()	FAX No. - N° de FAX (204) 983-7796
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE EDMONTON GARRISON STN FORCES P.O.BOX 10500 EDMONTON Alberta T5J4J5 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 Canada - Western
Region
Room 100
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6

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

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PART 1 - GENERAL INFORMATION

1.1 Requirement

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

1.2 Debriefings

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

1.3 Trade Agreements

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), 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 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 90 days

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.

2.2.1 Improvement of Requirement During Solicitation Period

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

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 5 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 Manitoba.

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 (2 hard copies)

Section II: Financial Bid (1 hard copies)

Section III: Certifications (1 hard copies)

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

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

- A) Ability to meet the mandatory technical criteria as described in Annex A - Mandatory Technical Criteria
- B) Provision of pricing as requested in Annex B – Basis of Payment

4.1.2 Financial Evaluation

SACC Manual Clause A0220T (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria

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

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

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File No. - N° du dossier
WPG-5-38247

Buyer ID - Id de l'acheteur
WPG211
CCC No./N° CCC - FMS No./N° VME

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to this Contract.

6.2 Requirement

The Contractor must provide the items detailed under 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) (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](#) (2015-09-03), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Amanda Wiebe
Title: A/Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 100-167 Lombard Ave., Winnipeg, MB R3B 0T6

Telephone: 204-510-9736
Facsimile: 204-983-7796
E-mail address: Amanda.wiebe@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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6.5.2 Project Authority

The Project Authority for the Contract is: To be announced at contract award

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: _____
Organization: _____
Address: _____

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

6.6 Payment

6.6.1 Basis of Payment – Firm Lot Price

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

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

6.6.2 Limitation of Price

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

6.6.3 Single Payment

[Single Payment \(2008-05-12\) H1000C](#)

6.6.4 SACC Manual Clauses

[Canadian Customs Documentation \(2015-02-25\) C2608C](#)

[Customs Duties - Department of National Defence - Importer \(2007-11-30\) C2610C](#)

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 _____.

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 - Goods (Medium Complexity) (2015-09-03) 2010A;
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____

6.11 Defence Contract

SACC Manual clause [A9006C](#) (2012-07-16) Defence Contract

6.12 SACC Manual Clauses

[Canadian Forces Site Regulations \(2011-05-16\) A9062C](#)
[Excess Goods \(2006-06-16\) B7500C](#)
[Insurance \(2008-05-12\) G1005C](#)

ANNEX "A" REQUIREMENT

The Department of National Defence (DND) requires eight mobile fitness/exercise containers, including gym equipment.

1. Background

1 Canadian Mechanized Brigade Group Units frequently deploy on exercises and operations. In order to maintain and improve our soldiers' physical fitness, a mobile deployable gym with equipment is required. Thus, an emphasis is placed on transportability of the kit and the ability for all components to fit inside a 10 foot seacan type structure to be transported using a Military Pallet Loading System (PLS) vehicle.

Table 1A – Mandatory Technical Criteria – Failure to meet ALL mandatory technical criteria will render a bid non-responsive.

STATUS:			
M = Mandatory Criteria;			
To be considered responsive, a bid must meet all of the mandatory criteria at BID CLOSING . Bidders must demonstrate their ability to meet those requirements. The proposals will be evaluated on the basis of the following criteria; therefore, Bidders are advised to address each area in sufficient depth to show compliance. Proposals which do not give sufficient information will be considered to be non-responsive. Failure by Bidders to meet the mandatory requirements will render the Bidder's proposal non-responsive and will be given no further consideration in the evaluation process.			
D = Desirable Criteria			
Desirable criteria are performance or characteristic features that are considered ideal to have, but are not mandatory and will only be used where there is identical low bids.			
<u>What's Expected in Bidder's Proposal for all items with "M" Status:</u>			
Technical information, photos, and/or brochures must be submitted with the Bidder's proposal at solicitation close, to clearly demonstrate Bidder's compliance with the specifications detailed within this solicitation. In the event that the published documentation does not demonstrate compliance, a written narrative demonstrating compliance will be accepted.			
<u>Bidder's Cross Reference and/or Response (SIR):</u>			
In this column, Bidder is to cross-reference where this technical specification is indicated in their brochure, technical data sheet. If applicable, Bidder must indicate how they meet the specifications addressed below, by recording this information in this column.			
Item	Description	Status	Bidder's Cross Reference and/or Response (SUPPLEMENTAL INFORMATION REFERENCE)
1.0	Technical Specifications: Mobile Workout Container		
1.1	Must be in an all-weather container, resistant to outdoor exposure and sealed from water	M	
1.2	Must be compliant with road, rail and air transport	M	
1.3	Must be have a lockable door	M	

1.4	Must be deployable within 60 minutes	M	
1.5	Must provide training equipment for up to 60 people	M	
1.6	Transport Case; Maximum dimensions – 3.05m (10 ft) length, 2.44m (8 ft) in height and 2.59m (8.5 ft) width	M	
1.7	Must contain a minimum of 8 x Kettle Bells (2 x 12, 2 x 16, 2 x 20, and 2 x 24 kg)	M	
1.8	Must contain a minimum of 12 Pull-Up Stations	M	
1.9	Must contain a minimum of 5 Medicine Balls (1 x 6.35kg (14lbs), 2 x 6.80kg (15lbs), 1 x 9.07kg(20lbs))	M	
1.10	Must contain a minimum of 1 Rope Climbing Tower	M	
1.11	Must contain a minimum of 1 Dip Bar	M	
1.12	Must contain a minimum of 1 Jump Platform	M	
1.13	Must contain a minimum of 1 Grapple Attachment	M	
1.14	Must contain a minimum of 1 Wall Ball Target	M	
1.15	Must contain a minimum of 1 Safety Squat Arms (set)	M	
1.16	Must contain a minimum of 2 J-Cups (sets)	M	
1.17	Must contain a minimum of 3 Squat Stations	M	
1.18	Must contain a minimum of 2 Battling Ropes	M	
1.19	Must contain a minimum of 1 Climbing Rope	M	
1.20	Must contain a minimum of 4 Olympic Lifting Bars	M	
1.21	Must contain a minimum of 4 Olympic Warm Up Bars	M	
1.22	Must contain a minimum of 3 Bench Press Packages (104.33kg/230lbs package)	M	
1.23	Must contain a minimum of 4 Rubber Exercise Mats	M	
1.24	Must contain a minimum of 4 Bar Bell Collar Sets	M	
1.25	Must contain a minimum of 4 Mobility Bands	M	
1.26	Must contain a minimum of 1 Utility Bench	M	
1.27	Must contain a minimum of 2 Gymnastic Rings	M	
1.28	Must contain a minimum of 4 Sand Bags	M	
1.29	Must contain a minimum of 2 Foam Rollers	M	
1.30	Must contain a minimum of 2 Lacrosse Balls	M	
1.31	Must contain a minimum of 4 Jump Ropes	M	
1.32	Must contain a minimum of 2 Whiteboards	M	
2.0	Additional Technical Specifications		
2.1	Set-up manuals must be supplied in both official languages	M	
3.0	Miscellaneous		
3.1	Equipment maintenance and repair for 2 years. Bidder is to indicate if maintenance and repair is included in their bid price: Yes() No()	D	

ANNEX "B" BASIS OF PAYMENT

Offerors must complete the Basis of Payment in accordance with the following:

1. Provide pricing for all Contract Items.
2. PRICING must be firm unit pricing, applicable taxes extra, all inclusive for the period of the contract. Rates MUST include ALL costs (freight, offloading) associated with providing the goods in accordance with the Requirement, Annex A attached herein. Applicable taxes are to be shown as a separate item on any resulting invoice.
3. Should there be an error in the extended pricing of the contractor's offer, the unit pricing shall prevail and the extended pricing shall be corrected in the evaluation. Any errors in the quantities of the contractor's offer shall be changed to reflect the quantities stated in this document.
4. In consideration of the Offeror satisfactorily completing all of its obligations under the Contract, the Offeror will be paid firm unit prices, as specified below.
5. Prices provided should be in Canadian funds

Goods must be delivered, FOB destination, by March 31, 2016 as follows:

- One (1) unit is delivered to 1 RCHA QM, CFB Shilo, Building N133, Shilo MB R0K 2A0;
- One (1) unit is delivered to 2 PPCLI QM, CFB Shilo, Building C106, Shilo MB R0K 2A0; and
- Six (6) units delivered to 1 Svc Bn Sup Coy, CFB Edmonton, Building 236, Edmonton AB T5J 4J5.

This section, when completed, will be considered as the Bidders Financial Proposal and payment will be made in accordance with the following pricing:

<u>DESCRIPTION</u>	<u>UNIT OF ISSUE</u>	<u>Est. Qty.</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
Mobile, all-weather gym container, including accessories, operation and maintenance manuals, freight and warranty in accordance with ANNEX A to be delivered to CFB Edmonton, AB	LOT	6	\$ _____	\$ _____
Mobile, all-weather gym container, including accessories, operation and maintenance manuals, freight and warranty in accordance with ANNEX A to be delivered to CFB Shilo, MB	LOT	2	\$ _____	\$ _____
Sub-total				\$ _____
Applicable Taxes				\$ _____
TOTAL				\$ _____

Make and Model offered: _____

Invoices will be sent to:

1 Service Battalion
PO Box 10500 Stn Forces

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CFB Edmonton
Edmonton, AB T5J 4J5