



**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**

<b>Title - Sujet</b> Utility Vehicle	
<b>Solicitation No. - N° de l'invitation</b> 5P421-160392/A	<b>Date</b> 2016-01-06
<b>Client Reference No. - N° de référence du client</b> 5P421-160392	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$WPG-108-9721	
<b>File No. - N° de dossier</b> WPG-5-38224 (108)	<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 2016-02-16</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Central Standard Time CST	
<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> Perkins, Bill	<b>Buyer Id - Id de l'acheteur</b> wpg108
<b>Telephone No. - N° de téléphone</b> (204) 229-0634 ( )	<b>FAX No. - N° de FAX</b> (204) 983-7796
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> PARKS CANADA AGENCY 216 HAWKE AVE BANFF, ALBERTA T1L1K2	

**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

<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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## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION.....</b>	<b>2</b>
1.1 REQUIREMENT.....	2
1.2 DEBRIEFINGS.....	2
<b>PART 2 - BIDDER INSTRUCTIONS.....</b>	<b>2</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	2
2.2 SUBMISSION OF BIDS.....	2
2.4 ENQUIRIES - BID SOLICITATION.....	2
2.5 APPLICABLE LAWS.....	3
<b>PART 3 - BID PREPARATION INSTRUCTIONS.....</b>	<b>3</b>
3.1 BID PREPARATION INSTRUCTIONS.....	3
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION.....</b>	<b>4</b>
4.1 EVALUATION PROCEDURES.....	4
4.2 BASIS OF SELECTION.....	4
<b>PART 5 - CERTIFICATIONS.....</b>	<b>5</b>
5.1 CERTIFICATIONS REQUIRED WITH THE BID.....	5
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION.....	5
<b>PART 6 - RESULTING CONTRACT CLAUSES.....</b>	<b>6</b>
6.1 SECURITY REQUIREMENTS.....	6
6.2 REQUIREMENT.....	6
6.3 STANDARD CLAUSES AND CONDITIONS.....	6
6.4 TERM OF CONTRACT.....	6
6.5 AUTHORITIES.....	6
6.6 PAYMENT.....	7
6.7 INVOICING INSTRUCTIONS.....	7
6.8 CERTIFICATIONS.....	8
6.9 APPLICABLE LAWS.....	8
6.10 PRIORITY OF DOCUMENTS.....	8
6.11 SACC MANUAL CLAUSES.....	8
<b>ANNEX "A" - REQUIREMENT.....</b>	<b>9</b>
<b>ANNEX "B" - BASIS OF PAYMENT.....</b>	<b>15</b>

## **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.

## **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 (2014-09-25) 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.

### **2.4 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than five (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.

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## 2.5 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 copy)

Section III: Certifications (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). 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) Compliance with meeting all of the mandatory specification requirements, as identified under Annex "A", Requirement.
- b) Compliance with the Basis of Payment, as identified under Annex "B".

#### **4.1.2 Financial Evaluation**

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

### **4.2 Basis of Selection**

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

## **PART 5 - CERTIFICATIONS**

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

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

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

### **5.1 Certifications Required with the Bid**

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

#### **5.1.1 Declaration of Convicted Offences**

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

### **5.2 Certifications Precedent to Contract Award and Additional Information**

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

#### **5.2.1 Integrity Provisions – List of Names**

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

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**

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

## **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>) issued by Public Works and Government Services Canada.

#### **6.3.1 General Conditions**

2010A (2014-09-25), 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**

Bill Perkins  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Suite 100-167 Lombard Avenue  
Winnipeg, MB R3B 0T6

Telephone: (204) 983-0275  
Facsimile: (204) 983-7796  
E-mail address: bill.perkins@pwgsc.gc.ca

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

#### **6.5.2 Project Authority**

The Project Authority for the Contract is: **TBD**

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: \_\_\_\_\_

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 the contract for a cost of \$ TBD . 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 (2008-05-12) Single Payment

#### 6.6.4 SACC Manual Clauses

C2000C      Taxes - Foreign - based Contractor      2007-11-30

### 6.7 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

## 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 associated 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 associated 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 Manitoba.

### 6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2014-09-25) - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_.

### 6.11 SACC Manual *Cl*auses

A9068C	Government Site Regulations	(2010-01-11)
B1501C	Electrical Equipment	(2006-06-16)
B7500C	Excess Goods	(2006-06-16)
C5201C	Prepaid Transportation Costs	(2008-05-12)
D5328C	Inspection and Acceptance	(2007-11-30)
G1005C	Insurance	(2008-05-12)

## **ANNEX "A" - REQUIREMENT**

### **Multi-Purpose Utility Vehicle/Machine**

Parks Canada, Banff National Park, Banff, AB has a requirement for the supply and delivery of one Multi-Purpose Utility Vehicle/Machine. Delivery must be received on or before March 31, 2016.

Background:

The multi-purpose utility vehicle/machine will be used by the campground operation and perform the following functions and activities:

1. Sweeping winter debris such as sand and gravel off of sidewalks, driveways and lawns during spring cleanup operations.
2. Loading pick-up trucks and trailers with various materials including but not limited to sand, gravel, dirt, rocks, firewood, trees, branches, landscaping chips, compost, etc.
3. Lifting and loading heavy objects such as trees and large rocks and extracting old post.
4. Transporting large quantities of maintenance equipment, gravel, soil, tools and materials.
5. Transporting and dumping top-dressing materials for repair and reclamation of campgrounds.
6. Pulling harrows or drags over terrain for landscape prep or debris knockdown
7. Lifting, moving and loading pallets and lumber on to pickup trucks and trailers.
8. Snow removal.
9. Performing many other functions as needed with rental attachments.
10. Performing all of the above functions and activities in a National Park setting, which demands minimal environmental impact and low ground disturbance.
11. Spreading of sand and gravel for winter maintenance of roadways.

**MANDATORY CRITERIA**

Bidders **MUST** record whether they meet (Yes) or not meet (No) the specifications, in order to be deemed compliant, bidders must meet all mandatory criteria listed below.

Bidders **MUST** provide technical documentation, photos, and/or brochures, to clearly demonstrate Bidder's compliance with the specifications detailed within this solicitation of the unit being offered and should cross reference where each of the Mandatories below can be found within the documentation.

Failure to meet all the mandatories will result in your bid being deemed non-compliant and it shall not be given any further consideration in the evaluation process.

Item	Mandatory Criteria	Yes	No	Bidders Cross Reference
<b>1.0</b>	<b>General Specifications</b>			
1.1	Machine must have a hydraulic dump box for hauling and dumping heavy objects and material.			
1.2	Machine must have a front-end loader capable of attaching to all the following Bobcat ® style attachments: <ul style="list-style-type: none"> <li>• Stump Grinder</li> <li>• Snow Blower</li> <li>• Grader</li> <li>• Auger</li> <li>• Various sized Blades</li> <li>• Sweepers</li> <li>• Buckets</li> </ul>			
1.3	Machine must be all-wheel steer for superior turning radius in tight locations and to reduce ground disturbance and environmental impact in sensitive areas.			
1.4	Machine must have a fully enclosed cab with heater and air conditioning for work during all seasons and weather conditions. Cab must accommodate at least 2 people.			
1.5	Machine must have a hydrostatic drive system with low and high range for superior reliability, excellent speed control in work or transport mode, simple shifting, and low maintenance.			
1.6	Machine must have full time 4 wheel drive for superior traction and performance in all applications and to reduce wheel slippage, which could cause damage in environmentally sensitive areas.			
1.7	Machine must have a diesel engine for superior longevity, performance and efficiency.			

1.8	Machine must have suspension system for use in rough uneven terrain.			
1.9	Machine must have high flow hydraulics.			
1.10	Bidder must provide support for technical assistance and warranty related issues. The service supplier must be no further than 300 km's driving time one way.			
<b>2.0</b>	<b>Standards</b>			
2.1	Cab must conform to the following standards. ROPS (SAE J1040/ISO 3471) FOPS (SAE J1043/ISO 3449 level I)			
2.2	Where applicable, specifications must be in accordance with Society of Automotive Engineers (SAE) ANSI and ISO standards.			
2.3	Engine must comply with EPA Tier II Emission Standards			
<b>3.0</b>	<b>Operating Capacities</b>			
3.1	Loader must be 1400 lbs minimum.			
3.2	Cargo Box Volume must be 18 cubic ft minimum.			
3.3	Cargo Box Maximum Load must be 1800 lbs minimum.			
3.4	Maximum Towing Capacity must be 3800 lbs minimum.			
3.5	Hydraulic Flow must be 17 gpm minimum.			
<b>4.0</b>	<b>Engine Power</b>			
4.1	Must be 55 hp minimum.			
<b>6.0</b>	<b>Loader Specs</b>			
6.1	Must be able to dump into pickup trucks and gravel trucks as high as 74".			
<b>7.0</b>	<b>Ground Speed</b>			
7.1	Must travel at least 15 mph for quick transport between work sites.			
<b>8.0</b>	<b>Features</b>			
8.1	Must have glow plugs and block heater.			

8.2	Must have box liner for added machine protection.			
8.3	Must have lug tread tires on machine.			
8.4	Must have strobe light on top of cab			
8.5	Must have headlights, taillights, signal lights, brake lights, rear work lights,			
8.6	Must have back up alarm			
8.7	Must have rear window guard.			
8.8	Must have horn.			
8.9	Must have floor mats.			
8.10	Must have adjustable suspension driver seat.			
8.11	Must have adjustable passenger seat.			
8.12	Must have auxiliary variable flow hydraulics with dual direction detent			
8.13	Must have high flow hydraulics.			
8.14	Must have 12 volt electrical power outlet in cab.			
8.15	Must have dome light.			
8.16	Must have hour meter.			
8.17	Must have speedometer.			
8.18	Must have tachometer.			
8.19	Must have lift arm support.			
8.20	Must have power steering.			
8.21	Must have parking brake.			
8.22	Must have rear receiver hitch.			
8.23	Must have three-point seat belts.			
8.24	Must have work tool quick coupler for all Bobcat® style attachments			
8.25	Must have two (2) operator manuals and one (1) service manual.			
<b>9.0</b>	<b>Attachment – Rotary Angle Broom</b>			
9.1	Must attach to and be operated by the machine which meets the above-mentioned criteria.			

9.2	Must have a sweeping width of no wider than 68" with broom in straight position.			
9.3	Must angle to the left or right at least 25 degrees.			
9.4	Must be able to change angle hydraulically from the cab.			
9.5	Must have a hydraulic motor direct drive system.			
9.6	Must be able to sweep flush to a curb on one side.			
9.7	Must come with storage stands to eliminate bristle deterioration when not in use.			
9.8	Must have a brush diameter of at least 26" or more.			
<b>10.0</b>	<b>Attachment – General Purpose Bucket</b>			
10.1	Must attach to and be operated by the machine which meets the above-mentioned criteria.			
10.2	Must be no wider than 62".			
10.3	Must have a bolt on cutting edge.			
<b>11.0</b>	<b>Attachment – Pallet Fork</b>			
11.1	Must attach to and be operated by machine which meets the above-mentioned criteria.			
11.2	Must have two hydraulic cylinders, which adjust outside spacing width. This function must be controlled from the cab.			
11.3	Fork must be able to pick up 48" pallets.			
<b>12.0</b>	<b>Attachment – Snow V-Blade 72 inches</b>			
12.1	Must attach to and be operated by machine which meets the above-mentioned criteria.			
12.2	Must incorporate the following five functions or configurations.  a. Height w/blade extension 32.8 in b. Working width-V-Blade 64.5 in c. Working width-Scoop Blade 63 in d. Working width Straight blade 72 in e. Working width- Angled Blade 64 in			
12.3	Must be controlled from the cab of the utility work machine.			
12.4	Must come with frame flotation kit, which improves V-blade utilization on uneven terrain. This flotation feature must allow blade to oscillate, following the contour of the ground independent of the machine.			
12.5	Must have adjustable skid shoes and trip springs to provide operator and component protection.			

12.6	Must have removable high-carbon steel cutting edges.			
12.7	Must have blade height extensions for use in deep snow.			
<b>13.0</b>	<b>Attachment - Sand/Salt Spreader</b>			
13.1	Must attach to and be operated by the machine which meets the above-mentioned criteria.			
13.2	Must have 13.5 cubic foot hopper.			
13.3	Must have Dash mounted controls.			
13.4	Must have mesh screen.			
13.5	Must have three stage baffles.			
13.6	Must have vibrator kit.			
<b>9.0</b>	<b>Delivery and Acceptance</b>			
9.1	Acceptance: Inspection and acceptance will be done to the satisfaction of the Designated User or an authorized representative.			
9.2	Delivery must be completed on or before March 31, 2016.			

### ANNEX "B" - BASIS OF PAYMENT

PRICING must be firm lot pricing in Canadian (CDN) funds, all inclusive for the period of the Contract. Rates MUST include ALL costs (freight and offloading) associated with providing the Goods in accordance with the Requirement at Annex A. GST, if applicable, is to be shown as a separate item on any resulting invoice. (PST Exempt 390516-0)

Item	Description	Qty	Unit of Issue	Extended Price (\$ CDN)
1	Multi-Purpose Utility Vehicle/Machine (as detailed herein)  Type:  Model #:  <b><u>Lot Price Includes:</u></b> All Freight, delivery, and off-loading in accordance with Annex A - Requirement.	1	lot	\$
<b>TOTAL</b>				<b>\$</b>