





Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM Destination		Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	SO - MISCELLANEOUS AIRCRAFT PARTS THIS IS A DRAFT RFSA.	T8493	T8493	1	Each	\$	\$		See Herein	

Solicitation No. - N° de l'invitation
T8493-140035/B

Client Ref. No. - N° de réf. du client
T8493-140035

Amd. No. - N° de la modif.
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Buyer ID - Id de l'acheteur
006CAG
CCC No./N° CCC - FMS No./N°

**Preamble - Instructions to Industry
Draft - Request for Supply Arrangement (RFSA)
Miscellaneous Aircraft Parts**

Suppliers can submit their response to the consultative process
no later than until February 26, 2016.

On August 26, 2015, Public Works and Government Services Canada (PWGSC) published a Letter of Interest (LOI) on buyandsell.gc.ca (T8493-140035/A) to advise the supplier community that Transport Canada intended to establish a Supply Arrangement (SA) to acquire miscellaneous spare parts for their aircraft fleets. The intent was to organize a consultative process including one-on-one sessions with industry. In November 2015, due to unforeseen circumstances, this phase of the consultative process was cancelled.

The purpose of this Notice of Proposed Procurement (NPP) (T8493-140035/B) is to reinstate this process. The consultation process with industry will be done through the review and analysis of the draft Request for Supply Arrangement (RFSA).

The attached draft RFSA has been prepared as a vehicle to gather industry input, comments and recommendation for the development of the final RFSA. The purpose of the consultation is to provide industry a clear understanding of TC's requirement and obtain feedback with regard to the best commercial practices. All solutions, ideas or issues provided further to the review of the draft RFSA will be analyzed for further consideration.

This is an opportunity for suppliers to review the current version of the RFSA, the associated Annexes and Appendices and to provide input for consideration in the development of the final RFSA. These are PWGSC standard instructions on how proposals are to be submitted.

Industry feedback is a crucial component of the success of this SA and as such, Canada requests that all comments and feedback be provided using an organized and consistent format. When responding with input regarding the draft RFSA, Annexes and Appendices, please clearly indicate the section number and paragraph, in chronological order, together with any comments or feedback.

A review team, composed of representatives from TC and PWGSC, will review all responses. Canada will analyze and summarize industry input, identify topics that need to be addressed and revise solicitation documents, if applicable. Canada's intent is to post a final RFSA on buyandsell.gc.ca for competition.

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IMPORTANT NOTICE

Participation in the consultative process is not a mandatory requirement for submitting bids once the final RFSA is issued.

Please note that this NPP is not a solicitation and a contract will not result from it.

Potential respondents are advised that any information submitted to PWGSC in response to this NPP may be used by PWGSC in the development of a competitive RFSA.

The issuance of this NPP does not create an obligation for PWGSC to issue a subsequent RFSA and does not bind Canada legally or otherwise, to enter into any agreement or to accept or reject any suggestions.

The information related on this procurement is subject to the Access to Information Act. PWGSC will safeguard and protect, within the extent of the law, all information provided from industry and will not share with any other companies.

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Request for Supply Arrangements (RFSA)

Miscellaneous Aircraft Parts Transport Canada

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Supply Arrangements (RFSA) is divided into six parts plus Annexes and Appendices, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Supplier Instructions: provides the instructions applicable to the clauses and conditions of the RFSA;
- Part 3 Arrangement Preparation Instructions: provides Suppliers with instructions on how to prepare the arrangement to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the arrangement and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided; and
- Part 6 6A, Supply Arrangement (SA), 6B, Bid Solicitation, and 6C, Resulting Contract Clauses.

Annexes:

- Annex A: Requirement
- Annex B: Mandatory Technical Criteria
- Annex C: Technical Requirement
- Annex D: Transport Canada Aircraft Fleet
- Annex E: Substitution Notice

Appendices:

- Appendix 1: Supply Arrangement Structure
- Appendix 2: Request for Proposal – Basis of Selection
- Appendix 3: Supply Arrangement Reporting

1.2 Summary

1.2.1 Requirement

This RFSA is to acquire miscellaneous aircraft parts for TC Aircraft Fleets, on an as and when required basis. TC aircraft fleets consist of the following models:

Cessna Citation 550, Bombardier Challenger 601/604, Bombardier Dash 8 (deHavilland), Viking Dash 7 (deHavilland) and Beechcraft Kingair C90A, Bell 206B, Bell 206L1, Bell 212, Bell 407, Bell 412 EPI and Bell 429.

1.2.2 Security Requirements

There is no security requirement associated with the issuance of an SA. However, the goods to be procured under any resulting contract may be subject to various security requirements.

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1.2.3 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).

1.3 Debriefings

Suppliers may request a debriefing on the results of the request for Supply Arrangements (SA) process. Suppliers should make the request to the SA Authority within 15 working days of receipt of the results of the request for supply arrangements process. The debriefing may be in writing, by telephone or in person.

PART 2 - SUPPLIER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the RFSA 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.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the RFSA and accept the clauses and conditions of the SA and resulting contract(s).

The 2008 (2015-07-03) Standard Instructions - Request for Supply Arrangements - Goods or Services, are incorporated by reference into and form part of the RFSA.

Subsection 5.4 of 2008, Standard Instructions - Request for Supply Arrangements - Goods or Services, is amended as follows: Delete 60 days and insert 90 days.

2.2 Submission of Arrangements

Arrangements 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 Request for Supply Arrangements.

2.3 Federal Contractors Program for Employment Equity - Notification

The Federal Contractors Program (FCP) for employment equity requires that some contractors make a formal commitment to Employment and Social Development Canada (ESDC) - Labour to implement employment equity. In the event that this SA would lead to a contract subject to the Federal Contractors Program (FCP) for employment equity, the bid solicitation and resulting contract templates would include such specific requirements. Further information on the Federal Contractors Program (FCP) for employment equity can be found on [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

2.4 Enquiries - Request for Supply Arrangements

All enquiries must be submitted in writing to the SA Authority no later than 10 calendar days before the RFSA closing date. Enquiries received after that time may not be answered.

Suppliers should reference as accurately as possible the numbered item of the RFSA to which the enquiry relates. Care should be taken by Suppliers 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 Suppliers do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Suppliers. Enquiries not submitted in a form that can be distributed to all Suppliers may not be answered by Canada.

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2.5 Applicable Laws

The SA and any contract awarded under the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Suppliers may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of the arrangement, 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 Suppliers.

PART 3 - ARRANGEMENT PREPARATION INSTRUCTIONS

3.1 Arrangement Preparation Instructions

Canada requests that Suppliers provide the arrangement in separately bound sections as follows:

Section I: Technical Arrangement – Annexes B, C and D (5 hard copies)

Section II: Certifications (2 hard copies)

Canada requests that Suppliers follow the format instructions described below in the preparation of the arrangement.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Supply Arrangements.

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, Suppliers should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fiber 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 Arrangement

In the technical arrangement, Suppliers must submit the information requested in Annexes B, C and D.

Section II: Certifications

Suppliers must submit the certifications required under Part 5.

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PART 4 – RFSA - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Arrangements will be assessed in accordance with the entire requirement of the RFSA.
- (b) An evaluation team composed of representatives of Canada will evaluate the arrangements.

4.1.1 Mandatory Technical Criteria

The Suppliers must comply with the following mandatory technical criteria:

- Accept the terms and conditions outlined in the RFSA; and
- Meet the Mandatory Technical Criteria outlined in Annex B.

Any bid that fails to meet the mandatory technical criteria will be declared non-responsive.

4.1.2 Technical Requirement

The supplier must provide the information requested in Annexes B, C and D.
There will be no point rating for the technical information provided.

4.2 Basis of Selection

An arrangement must comply with the requirements of the RFSA and meet all mandatory technical criteria to be declared responsive.

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PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Suppliers must provide the required certifications and additional information to be issued a SA.

The certifications provided by Suppliers to Canada are subject to verification by Canada at all times. Canada will declare an arrangement non-responsive, or will declare a contractor in default if any certification made by the Supplier is found to be untrue whether made knowingly or unknowingly during the arrangement evaluation period, or during the period of any SA arising from this RFSA and any resulting contracts.

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

5.1 Certifications Precedent to the Issuance of a Supply Arrangement and Additional Information

The certifications and additional information listed below should be submitted with the arrangement, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the SA Authority will inform the Supplier 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 arrangement non-responsive.

5.1.1 Integrity Provisions – List of Names

Suppliers who are incorporated, including those submitting an arrangement as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Supplier.

Suppliers submitting an arrangement as sole proprietorship, as well as those submitting an arrangement as a joint venture, must provide the name of the owner(s).

Suppliers submitting an arrangement as societies, firms or partnerships do not need to provide lists of names.

Declaration Form: (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>)

5.2 Submission - Certifications

The required certifications and additional information are submitted with this arrangement.

Company

Signature

Date

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PART 6 - SUPPLY ARRANGEMENT AND RESULTING CONTRACT CLAUSES

A. SUPPLY ARRANGEMENT

6.1 Arrangement

The SA covers the requirement described in Part 1, 1.2 Summary and Annex A - Requirement.

6.2 Security Requirements

There is no security requirement applicable to this SA.

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the SA and resulting contract(s) 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

2020 (2015-09-03) General Conditions - Supply Arrangement - Goods or Services, apply to and form part of the SA.

6.3.2 Supply Arrangement Reporting

The Supplier must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the SA. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Supplier must provide this data in accordance with the reporting requirements detailed in Appendix 3. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Supplier must still provide a "NIL" report. The data must be submitted on a quarterly basis to the SA Authority. The quarterly reporting periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31;
- 4th quarter: January 1 to March 31.

The data must be submitted to the SA Authority no later than 15 calendar days after the end of the reporting period.

6.4 Period of the Supply Arrangement

The SA has no defined end-date and will remain valid until such time as Canada no longer considers it to be advantageous to use it. The period for awarding contracts under the SA begins _____.

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6.5 Authorities

6.5.1 Supply Arrangement Authority

The SA Authority is:

Manon Cormier, Supply Specialist
Public Works and Government Services Canada (PWGSC)
Acquisitions Branch, Defense and Major Project Sector
Place du Portage, Phase III, 8C1, 11 Laurier, Gatineau, QC K1A 0S5
Telephone: (819) 956-0512
Facsimile: (819) 997-4037
E-mail address: manon.cormier@tpsgc-pwgsc.gc.ca

The SA Authority is responsible for the issuance of the SA, its administration and its revision, if applicable.

6.5.2 Supplier's Representative

6.5.3 Identified Users

The Identified User is Transport Canada, Aircraft Services Directorate (ASD), Headquarter in Ottawa, ON.

6.6 On-going Opportunity for Qualification

A Notice will be posted once a year on the Government Electronic Tendering Service (GETS) to allow new Suppliers to become qualified. Existing qualified Suppliers, who have been issued a SA, will not be required to submit a new arrangement, unless they have been disqualified.

6.7 Priority of Documents

If there is a discrepancy between the wordings 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 the Supply Arrangement;
- (b) the general conditions 2020 (2015-09-03), General Conditions - Supply Arrangement - Goods or Services
- (c) Annexes (to be insert at SA award)
- (d) Appendixes (to be insert at SA award)
- (e) the Supplier's arrangement dated _____

6.8 Certifications - Compliance

The continuous compliance with the certifications provided by the Supplier in its arrangement and the ongoing cooperation in providing additional information are conditions of issuance of the SA. Certifications are subject to verification by Canada during the entire period of the SA and of any resulting contract that would continue beyond the period of the SA. If the Supplier does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Supplier in the arrangement is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and suspend or cancel the SA.

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6.9 Applicable Laws

The SA and any contract resulting from the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

B. BID SOLICITATION

6.1 Bid Solicitation Documents

Canada will use the following bid solicitation templates based on the estimated dollar value and complexity of the requirement as follows:

- Simple - low dollar value requirements (up to \$24,999.99) [Low Dollar Value Bid Solicitation and Resulting Contract Template \(Simple\)](#); and
- Medium Complexity (MC) - medium complexity requirements (above \$25,000.00) ([Medium Complexity Bid Solicitation and Resulting Contract Template \(MC\)](#)).

Note: References to the MC and Simple templates in this Requests for Supply Arrangements are provided as examples only. The latest versions of the template and terms and conditions will be used at time of bid solicitation.

The bid solicitation will contain as a minimum the following:

- (a) Security requirements (if applicable);
- (b) A complete description of the requirement (part numbers, cage code);
- (c) Standard Instructions:
[2003](#), Standard Instructions - Goods or Services - Competitive Requirements; or
[2004](#), Standard Instructions - Goods or Services - Non-competitive Requirements.

Subsection 3 of Section 01, Integrity Provisions - Bid of the Standard Instructions [2003](#) and [2004](#) incorporated by reference above are deleted in its entirety and replaced with the following:

3. List of Names

- a. Suppliers who are incorporated or who are a sole proprietorship, including those bidding as a joint venture, have already provided a list of names of all individuals who are directors of the Supplier, or the name of the owner, at the time of submitting an arrangement under the .
- b. These Suppliers must immediately inform Canada in writing of any changes affecting the list of directors during this procurement process."
- (d) Bid preparation instructions;
- (e) Instructions for the submission of bids (address for submission of bids, bid closing date and time);
- (f) Evaluation procedures and basis of selection; and
- (g) Conditions of the resulting contract.

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6.2 Bid Solicitation Process

6.2.1 Bids will be solicited for specific requirements within the scope of the SA from Suppliers who have been issued a SA.

6.2.2 For Aircraft On Ground (AOG)* requirements estimated up to \$24,999.99 (including all applicable taxes), the identified user, in accordance with the requesting Department's delegated authorities, will issue a Request for Proposal (RFP) using template 2T-LDV1 at their discretion to one or more suppliers on the SA list. The supplier's responses are expected within 2 hours during business hours (Monday to Friday between 8h00 and 16h00). The parts are expected to be delivered to its destination within 24 hours of contract award. The resulting contract will be issued based on the evaluation procedures and basis of selection outlined in the RFP.

* Refer to Annex A for definition.

6.2.3 For Work Stoppage* and Routine* requirements estimated up to \$24,999.99 (including all applicable taxes), the identified user, in accordance with the requesting Department's delegated authorities, will issue a Request for Proposal (RFP) using template 2T-LDV1 to three or more suppliers on the SA list. The resulting contract will be issued based on the evaluation procedures and basis of selection outlined in the RFP. The RFP will be out for tender for no more than fifteen (15) calendar days.

* Refer to Annex A for definition.

6.2.4 For requirements to be between \$25,000.00 and \$200,000.00 (including all applicable taxes), the identified user must submit a funded requisition for goods (9200) to PWGSC and the PWGSC SA Authority will issue a RFP using template 2T-MED1 as follow:

- a) For Aircraft on Ground to one or more suppliers on the SA list. The supplier's responses are expected within 2 hours during business hours (Monday to Friday between 8h00 and 16h00). The parts are expected to be delivered to its destination within 24 hours of contract award; and
- b) For Work Stoppage and Routine requirements, to all suppliers on the SA list.

The resulting contract for a) and b) will be issued by PWGSC based on the evaluation procedure and basis of selection outlined in the RFP. The RFP will be out for tender for no more than fifteen (15) calendar days.

6.2.5 This SA will not be used for requirements over \$200,000.00 including all amendments and all applicable taxes.

6.2.6 The following forms must be used for the first page of the bid solicitation document and the first page of the resulting contract document.

Appendix 4 - [PWGSC-TPSGC 9400-3](#) , Bid Solicitation

Appendix 5 - [PWGSC-TPSGC 9400-4](#) , Contract

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C. RESULTING CONTRACT CLAUSES

6.1 General Conditions

The conditions of any contract awarded under the SA will be in accordance with the resulting contract clauses of the template used for the bid solicitation. For any contract to be awarded using the template:

Simple (below \$25,000.00): General Conditions 2029 will apply to the resulting contract; or

Medium Complexity (over \$25,000.00): General Conditions 2030 will apply to the resulting contract;

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ANNEX A - REQUIREMENT

1. Requirement

This requirement is being issued on behalf of Transport Canada (TC), Aircraft Services Directorate (ASD) to acquire miscellaneous aircraft parts for TC Aircraft Fleets, on an as and when required basis.

ASD functions as a Commercial Air Operator operating a fleet of fixed and rotary wing aircraft under CARs 702, 703 and 704. ASD is also an Approved Maintenance Organization (AMO) under CAR 573. The fleet of aircraft for which ASD is responsible are operated and maintained primarily from Headquarters in Ottawa and 14 Regional bases. However, some of the aircraft operate world-wide and parts may be required to be shipped anywhere in the world.

TC Aircraft Fleets consist of the following models and quantities:

PLATFORMS	QUANTITY	MANUFACTURERS
Cessna Citation 550	5	Cessna, Pratt & Whitney
Challenger Series	4	Bombardier, General Electric, Rockwell Collins
Dash 7/8	3	Pratt & Whitney, Viking, Bombardier
King Air C90A	5	Pratt & Whitney, Beechcraft
Bell 206B	3	Bell/Textron, Allison
Bell 206L1	1	Bell/Allison
Bell 212	5	Bell/Textron, Pratt & Whitney
Bell 407	3	Bell/Textron, Allison
Bell 429	15	Bell/Textron, Pratt & Whitney
Bell 412 EPI	New in 2016	Bell/Textron, Pratt & Whitney

Miscellaneous aircraft parts are defined as: parts, components, accessories, hardware, tools and tires.

GSIN CODES: 1560, 1600, 1610, 1615, 1620, 1630, 1640, 1650, 1660, 1680 and 2620.

2. Required Turnaround Time

Aircraft on Ground (AOG)

AOG is a term in aviation maintenance indicating that a problem is serious enough to prevent an aircraft from flying and there is a rush to acquire the parts to put the aircraft back into service and prevent further delays.

Work Stoppage

This category is used in situations when a part is required at the destination within 5 days.

Routine

This category is used in situations when a part is required at the destination within 30 days.

3. Condition of Material

Unless otherwise specified, the Contractor must provide material that is new production of current manufacture or used condition supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the bid closing date.

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4. Substitute Product

If the Supplier proposes to supply any part with an alternative Part Number or NSCM/CAGE code, the Supplier must provide, with its bid all the technical information (e.g. drawings, specifications, engineering reports, and/or test reports) necessary to clearly demonstrate that the part proposed has the form, fit and function characteristics equivalent to the Part Number(s) and NSCM/CAGE code(s) specified in the bid solicitation and is an approved alternative part per CAR 571.13.

Failure to provide the required technical information will result in the bid being declared non-responsive with respect to any part for which such information was requested.

If the Supplier proposes to supply any part with an alternative Part Number or NSCM/CAGE code, the Bidder must provide the substitution notice fully completed (Annex E).

5. Required Airworthiness Certification

Suppliers are advised that it will be a requirement to provide with each item supplied under the resulting Contract, a Certificate of Conformance, namely:

- a) TCCA Authorized Release Certificate Form One, signed by an appropriately authorized person;
- b) FAA Authorized Release Certificate Form 8130-3, Airworthiness Approval Tag, or a FAA Form 8130-4, Export Certificate of Airworthiness, signed by an appropriately authorized person;
- c) European Aviation Safety Agency (EASA) Form 1, Authorized Release Certificate, signed by an EASA appropriately authorized person; or
- d) OEM's {CAR 561 Approved Manufacturer or FAA Production Approval Holder (PAH)} approved manufacturer's Statement of Conformity (S of C) which includes:
 - i) positive identification of the item by type, class style, grade, model, part number, description, nomenclature, and/or serial number, as applicable;
 - ii) either the following certification, or a similarly worded statement, signed by an authorized inspector, that satisfies the intent of the following:

"I certify that the aeronautical product described here has been manufactured in conformity to approved design data and is in a condition for safe operations".
- e) Identification of both the authorized signatory and organization.
- f) Standard Parts – are to be accompanied with a Certificate of Compliance (C of C).

The above list is for guidance only and does not in itself change, create, amend or permit deviations from regulatory requirements as stated within the CARs or TCCA International Agreements {including the TCCA / FAA Maintenance Implementation Procedures (MIP) or the TCCA / EASA Maintenance Annex Guide (MAG)}.

Any parts delivered without acceptable certification is considered an unapproved part.

Used parts being supplied that have been repaired or modified using data other than the manufacturer's recommendations or instructions for continued airworthiness will require the certification basis for the repair data (e.g. TCCA Repair Design Approval, FAA Form 8110-3) to accompany the part.

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6. Suspected Unapproved Parts (SUP)

This article focuses on the effect of SUPs on aviation safety and how Transport Canada Civil Aviation (TCCA) communicates with internal and external SUP stakeholders. SUPs do still exist. However, TCCA-approved distributors, maintenance and manufacturing organizations and individuals in general aviation work in partnership to maintain a high safety level. This is achieved by controlling the parts used in aircraft by means of an approval system that aims to eliminate the potential risk posed by the entry of unapproved parts into the Canadian aviation community.

Parts that meet the requirements of the *Canadian Aviation Regulations (CARs)* —Part V, Subpart 71 (CAR 571) are approved parts and acceptable/eligible for installation. When it is not clear whether a part meets CAR 571 requirements, it becomes an SUP. From that point on, it is a shared task to remove the suspicion by identifying it as either approved or unapproved. TCCA Advisory Circular 521-009 and Standard 571.13 of the CARs defines a SUP- Suspected Unapproved Part as follows:

“Unapproved Part”—means any part installed or intended for installation in a type certified aeronautical product, that was not manufactured or certified in accordance with the applicable regulations of the state of production or that is improperly marked or that is documented in such a manner as to mislead with regard to the origin, identity or condition of the part.

Any supplier who provides a part that does not meet the requirements of an approved part within the meaning of the CARs, on three or more separate occasions, may be disqualified as an approved supplier within this SA for a period of up to 12 months.

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ANNEX B - MANDATORY TECHNICAL CRITERIA

Transport Canada requires New and/or Used Condition parts to maintain their aircraft fleet. To be considered responsive for this arrangement, Suppliers must qualify in at least one of the following categories. Failure to meet this requirement will deem their offer non-responsive.

- a) Original Equipment Manufacturer (OEM); or
- b) the owner of the design or manufacturing rights to the items must have a CAR 561 approval or an FAA production approval; or
- c) the authorized agent/distributor of the OEM; or
- d) distributors approved by Transport Canada Civil Aviation (TCCA) or Federal Aviation Administration (FAA) accreditation in accordance with AC 00-56B (or later revision), for parts that have an application to a civilian type certified aircraft; or
- e) maintenance organizations approved/accredited by TCCA or repair stations certified by the Federal Aviation Administration (FAA); or
- f) retailer or reseller of aircraft parts with experience in selling parts to various Canadian Government Departments within the past three years. Suppliers must support the information by providing appropriate documentation with the bids.

Please indicate under which categories you will supply the parts and provide documentation to support your statement. Documentation must be provided with the bids.

CATEGORY	NO	YES	SUPPORT DOCUMENT
a			
b			
c			
d			
e			
f			

Company name: _____

Signature

Date

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ANNEX C - TECHNICAL REQUIREMENT

Suppliers should explain and demonstrate how they propose to meet the requirements. Suppliers must provide, as a minimum, the following information in the following format:

QUESTION 1

Describe your company activities related to supply of aircraft parts:

RESPONSE 1:

QUESTION 2

Confirm if you are an Original Equipment Manufacturer (OEM) or a potential supplier/distributor:

RESPONSE 2:

QUESTION 3

Outline your interest in the manufacture and/or supply of aircraft parts:

RESPONSE 3:

QUESTION 4

Please confirm which products, commodities, systems, etc. you are currently providing Transport Canada or any other Canadian Government departments in relation with aircraft fleet:

RESPONSE 4:

QUESTION 5

The Supplier must confirm their capability to meet the delivery requirement for Aircraft on Ground (AOG) and provide their procedure for business hours and outside of business hours.

RESPONSE 5:

Company name: _____

Signature

Date

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ANNEX D - TRANSPORT CANADA AIRCRAFT FLEET

Please identify which aircraft fleet you can support and indicate if possible the related sub-systems and/or categories.

AIRCRAFT	YES	NO	SUB-SYSTEMS/CATEGORIES
Cessna Citation 550			
Challenger Series			
Dash 7/8			
King Air C90A			
Bell 206B			
Bell 212			
Bell 206L1			
Bell 407			
Bell 429			
Bell 412 EPI			

Company name: _____

Signature

Date

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ANNEX E - SUBSTITUTION NOTICE

This section is to be completed by a bidder proposing to supply a substitute item including an item with a different part number, NSCM/CAGE code or produced by an alternate manufacturer.

1. Item Number: _____
2. Original Technical Data (as referenced herein):
 - (a) Part Number: _____
 - (b) NSCM/CAGE Code: _____
 - (c) Other: _____
3. Proposed Change(s)
 - (a) Part Number: _____
 - (b) NSCM/CAGE Code: _____
 - (c) Other: _____
4. Reason for Change/Supporting Data:

The Bidder is advised that availability and retention of records of the manufacturer sufficient to constitute proof of origin will be a condition of the resulting Contract.

Company

Signature

Date

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APPENDIX 1 - SUPPLY ARRANGEMENT STRUCTURE

The purpose of this SA is to establish a list of pre-qualified suppliers for each aircraft fleet. In the table below, each letter represents a company.

For example, for Cessna Citation's parts companies A, B, D and F can supply parts for this type of aircraft.

Another possibility with the proposed structure, TC will be able to determine that company D can provide parts for Cessna Citation 550, Challenger Series, Dash 7/8, King Air C90A, Bell 206B, Bell 429 and Bell 412 EPI.

AIRCRAFT	COMPANIES WITH SUPPLY ARRANGEMENTS				
Cessna Citation 550	A	B	D	F	
Challenger Series	A	D	G	H	Y
Dash 7/8	B	D	E		
King Air C90A	C	D	E	H	I
Bell 206B	A	D	M	R	I
Bell 206L1	A	M	R		
Bell 212	T	U	V		
Bell 407	H	I	N	O	
Bell 429	C	D	E	M	
Bell 412 EPI	C	D	E	N	

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APPENDIX 2 - REQUEST FOR PROPOSAL - BASIS OF SELECTION

In reference to clause: Part 6, B. Bid Solicitation, 6.2 – Bid Solicitation Process, each RFP will be evaluated using, but not limited to, one or more of the following Basis of Selection.

OPTION 1 – Lowest evaluated price – 1 item

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.

OPTION 2 – Lowest evaluated price – multiple items

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, on an item by item basis, will be recommended for award of a contract. More than one (1) contract may be awarded based on the results of the financial evaluation.

OPTION 3 – Aggregate

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 on an aggregate basis will be recommended for award of a contract.

OPTION 4 – Best delivery date

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 best delivery date will be recommended for award of a contract.

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APPENDIX 3 - SUPPLY ARRANGEMENT

PERIODIC USAGE REPORT

The table below indicates the minimum information required on each Periodic Usage Report.

PERIODIC USAGE REPORT FOR YEAR _____: FROM _____ TO _____			
DATE	CONTRACT #	BRIEF DESCRIPTION	AMOUNT (taxes included)
TOTAL FOR YEAR _____			