



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 Forklifts	
Solicitation No. - N° de l'invitation A7100-152131/A	Date 2016-02-17
Client Reference No. - N° de référence du client A7100-152131	
GETS Reference No. - N° de référence de SEAG PW-\$WPG-016-9775	
File No. - N° de dossier WPG-5-38287 (016)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-03-30	
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: Hall, Marlene	Buyer Id - Id de l'acheteur wpg016
Telephone No. - N° de téléphone (204) 230-0147 ()	FAX No. - N° de FAX (204) 983-7796
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: INDIGENOUS AND NORTHERN AFFAIRS CANADA 14TH FLOOR, RM 1402B 15 EDDY ST GATINEAU Quebec K1A0H4 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 6.1 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: 120 days

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 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 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

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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.

2.5 Bidders' Conference

A bidders' conference will be held on March 9, 2016 to provide information and opportunities for bidders to ask questions about the solicitation and the procurement process. Supplier's attendance is optional. The bidders' conference will be held at Public Works and Government Services Canada (PWGSC), 167 Lombard Avenue, Winnipeg, Manitoba via web-ex and teleconference. The bidders' conference will begin at 10:00 am Central Standard Time.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm attendance and to receive teleconference instructions. Bidders are to provide, in writing, to the Contracting Authority, the names(s) of the person(s) who will be attending and a list of issues they wish to table no later than March 7, 2016, 2:00 pm. Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not participate in the bidders' conference will not be precluded from submitting a bid.

Contracting Authority Marlene Hall
Telephone: 204-230-0147
Email: marlene.hall@pwgsc-tpsgc.gc.ca

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) (<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

Bidder must be able to perform the full scope of the work described in the Annex A, Requirement and meet the Minimum Mandatory Performance Specifications detailed in Annex A.

4.1.1.2 Point Rated Technical Criteria

Refer to Annex F, 2.2 Point Rated Criteria.

4.1.1.2.1 Inuit Benefits Plan

In this requirement, the Inuit Benefits Plan will form part of a bidder's technical bid, in accordance with the criteria listed in Annex D, Inuit Benefits Plan Report, Annex E, Inuit Benefits Plan and Annex F, Point Rated Criteria,

It is not mandatory for Bidders to include the Inuit Benefits Plan as part of their proposal.

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 - Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria; and
 - c. obtain the required minimum points specified for each Point Rated criteria number R1, R2, and R3 for technical evaluation. Point Rated Criteria R4 has no pass mark. The rating is performed on a scale of 50 points.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.

5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)				
		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	Pricing Score	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
Combined Rating		83.84	75.56	80.89
Overall Rating		1st	3rd	2nd

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – List of Names

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

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada \(ESDC\) - Labour's](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.

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

There is no security requirement applicable to this Contract.

6.2 Requirement

The Contractor must provide 2 interior forklifts and 1 exterior forklift in accordance with the Requirement at Annex "A".

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

2010A (2015-09-03), 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 the delivery dates specified in Annex A.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Marlene Hall
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
100 - 167 Lombard Avenue
Winnipeg, MB. R3B 0T6

Telephone: 204 230-0147
Fax: 204 983-7796
Email: marlene.hall@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 Technical Authority

The Technical Authority for the Contract is: *A contact to be named at date of contract issuance*

The Technical Authority named above 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 Technical Authority, however the Technical 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: _____
Email: _____

6.6 Payment

6.6.1 Basis of Payment – Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price(s), as specified in Annex B of \$_____. Customs duties are included or subject to exemption 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 Multiple Payments

SACC *Manual* clause [H1001C](#) (2008-05-12) Multiple Payments

6.6.3 Inspection and Acceptance

The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

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 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 (2015-09-03), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Insurance, Specific Requirements;
- (f) Annex D, Inuit Benefits Plan Report, if applicable;
- (g) Annex E, Inuit Benefits Plan, if applicable;
- (h) the Contractor's bid dated _____.

6.11 SACC Manual Clauses

A9068C	(2010-01-11)	Government Site Regulations
B7500C	(2006-06-16)	Excess Goods
C2000C	(2007-11-30)	Taxes – Foreign-based Contractor
C5201C	(2008-05-12)	Prepaid Transportation Costs

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6.12 Insurance – Specific Requirements

The Contractor must comply with the insurance requirements specified in Annex C. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance.

e coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

ANNEX "A"

REQUIREMENT

The Canadian High Arctic Research Station (CHARS) has a requirement for the supply, delivery and training of 2 interior forklifts and 1 exterior forklift.

A complete list of the mandatory technical specifications is detailed in the Statement of Requirement.

Delivery, FOB Destination:

Supply and delivery, FOB Destination.

Port of Valleyfield
950 Boulevard Gérard-Cadioux
Salaberry-de-Valleyfield, QC J6T 6L4

Delivery to be coordinated with the Project Authority and must be **delivered to Port of Valleyfield, QC between June 1, 2016 and July 10, 2016**. Delivery must be no earlier than June 1, 2016 and can be no later than July 10, 2016.

Training:

On-Site Training (familiarization and troubleshooting) to be coordinated with Project Authority and must be delivered on or before October 31, 2016 at:

Canadian High Arctic Research Station
(Address to be confirmed)
Cambridge Bay, NU.

Forklift Keys:

Five (5) keys for each forklift must be provided.

Instructions:

A complete list of the minimum mandatory technical specifications are detailed below in the "Statement of Requirement". Bidders are to clearly demonstrate compliance with each mandatory specification.

1. Bidders are to provide supporting technical documentation for each specification, and cross-reference where the supporting documentation is found within the proposal to demonstrate compliance.
2. Supporting technical documentation, such as specification sheets, technical brochures, and photographs or illustrations should provide adequate detail to substantiate that the goods offered meet the technical requirements. It is the Bidders responsibility to ensure that the submitted technical documentation provides adequate detail to prove that the proposed product(s) meet the requirements of the technical specification. If specific published technical documentation is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.
3. If the complete specification and/or literature is not submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

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4. Canada will not evaluate information such as references to Web site addresses where additional information can be found.
5. Bidders must address any concerns with the Specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.
6. Failure to meet the minimum mandatory specifications will result in your proposal being deemed non-responsive, and be given no further consideration in the evaluation process.

**STATEMENT OF REQUIREMENT
FORKLIFT TRUCKS**
Canadian High Arctic Research Station – **MRB, FMB**
Cambridge Bay, Nunavut

1.0 GENERAL

1.1 **Scope:**

This section covers the specifications for the following items:

Building	Room number	Space Description	Equipment Code	Equipment description	Quantity
Field and maintenance building	F-119.1	Equipment Storage (conditioned)	S-FOR-1	Electric interior standup compact forklift.	1
Field and maintenance building	F-119.2	Equipment storage (unconditioned)	S-FOR-2	Propane exterior sit-down forklift.	1
Main Research Building	F-119.2	Lay-down space	S-FOR-1	Electric interior standup compact forklift.	1

1.2 **Instructions:**

The following instructions **shall** be used to interpret this specification:

- .1 Requirements, which are identified by the word "**shall**", are mandatory. Deviations will not be permitted;
- .2 Where technical certification is required, a copy of the certification or an acceptable **Proof of Compliance shall** be provided upon request at no cost to the Departmental Representative;
- .3 Metric measurements are used in this document to define the requirements. Other measurements are for reference only and may not be exact conversion.
- .4 Dimensions stated as nominal **shall** be treated as approximate. Nominal dimensions reflect a method by which materials or products are generally identified for sale commercially, but which differ from the actual dimensions.

1.3 **References**

- .1 The following standards and publications are referred to this section of the specifications and are an integral part of such. Their requirements apply without being restrictive in nature with regard to other requirements of the present section.

- .2 Standard truck should meet all applicable requirements of part III-ANSI/ITSDF B56.1 Safety Standard for Powered Industrial Trucks and Underwriters Laboratories requirements as to fire hazard only for D and LP classifications.
- .3 The following documents are referenced in this specification. The Crown will not be supplying any reference documents. Organization's Web sites are given when available. Effective documents are those in effect on date of manufacture. Sources are shown.
- .1 SAE Handbook
Society of Automotive Engineers Inc.
400 Conunonwealth Dr.,
Warrendale, PA, 15096
<http://www.sae.org>
 - .2 B335 Safety Standards for Powered Industrial Trucks
Canadian Standards Association(CSA)
178 Rexdale Blvd.
Rexdale, Ontario, M9W 1R3 <http://www.csa.ca/Default.asp?language=English>
 - .3 UL558 Standards for Safety, Industrial Trucks, Internal Combustion Engine Powered

Underwriters' Laboratories of Canada
7 Crouse Road,
Scarborough, Ontario, MIR 3A9
<http://www.ulc.ca/>

1.4 **Data Table:**

The following table shows required performance and dimensions for each type of forklift and includes clause references:

CHARACTERISTICS		CLAUSE	UNITS	FORKLIFT S-FOR-1	FORKLIFT S-FOR-2
Forklift type		-	-	Narrow-Aisle electric reach truck	Pneumatic wheel propane truck
Engine Type		2.8	-	36 Volt battery	2.4L LPG engine Ultra-Low emission
Rider position		-	-	Stand-up	Sit-down
Lift Capacity		2.4.2.1	kg	1600	2500
Load Centre			mm	600	600
Dimensions	Width		mm	1066	1080
	Wheel base		mm	1378	1400
Standard Mast	Lift Height	2.4.2.2	mm	5000	4800
	Collapsed Height	2.4.2.3	mm	2265	2165
	Free Lift	2.4.2.4	mm	1040	1500
Reach length		2.4.2.5	mm	590	-
Fork Length		2.5.1.2	mm	1066	1066

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Load Backrest height	2.5.1.3	mm	1066	1066
Overhead guard	2.6.1	-	3rd post overhead guard	No, fully enclosed cabin
Wheel type	-	-	125mm diameter x 104mm wide polyurethane load wheels	Pneumatic drive tires and pneumatic steer tires
Upright	-	-	Full free lift triple stage	Full free lift triple stage
Lights	2.15.1	-	Red strobe light working in reverse	-Two adjustable headlights on overhead guard - Red strobe light working in reverse
Audible back-up alarm	2.14.1.2	-	Yes	Yes
Features	-	-	-Forward steering -Reverse direction travel alarm -"C" battery compartment -Battery warning system	-Single speed Powershift transmission -Power steering; Tilt steering wheel -Raised air intake; High capacity cooling system -Open core radiator -Power brake -LED/digital instrument display -Rear view mirrors -Vinyl suspension seat -Two (2) 15 kg LPG Fuel Tanks -2.2 kg Fire extinguisher

1.5 **Accessory Table:**

The following table details the accessories which **shall** be available for the respective type. Accessories **shall** be provided for each unit.

Description of Accessories	Clause	FORKLIFT S-FOR-1	FORKLIFT S-FOR-2
"LPS" Safety Rating	2.3.5	√	√
Lift Accumulator	2.5.2.1		√
Side Shifter	2.5.2.2	√	√
Side Shifter with Fork Positioning	2.5.2.3	√	√
Set of 54" forks	-		√
Cab	2.6.4.1		√
Dual Wheels	-		√
Solid Tires	-		√
Mud and Snow Treads	-		√
Weigh Scale	-	√	√
36 Volt charger 600/3 input	-	√	
Operator Manuals	2.21.1	√	√
Initial Parts Kit	2.21.3	√	√
1 full set of Spare Tires		√	√
Five (5) keys for each forklift must be provided		√	√

2.0 PRODUCTS

2.1 **Standard Design:**

- .1 The vehicles **shall**:
- .1 Be the latest models from a manufacturer who has demonstrated acceptability by manufacturing and selling this type and size class of vehicle/equipment for at least 1 year;
 - .2 Have engineering certification available, upon request, at no cost to Departmental Representative, for this application from the original manufacturers of major equipment, systems and assemblies;
 - .3 Conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture; and
 - .4 Have system and component capacities not greater than the published ratings (i.e. product or component brochures) or accompanied by **Proof of Compliance**.

2.2 **Operating Conditions:**

- .1 Weather: Forklift S-FOR-2 **shall** operate under the extremes of weather conditions found in Canada in temperatures ranging from -40°C to 40°C (-40°F to 104°F).
- .2 Terrain: Forklift S-FOR-1 **shall** be capable of being operated on use-roughened concrete floors, deteriorated paved surfaces and forklift S-FOR-2 **shall** be capable of being operated on compacted gravel surfaces while being used stacking, un-stacking and moving general supplies in and around the buildings.

2.3 Safety Standards:

- .1 Noise Level: The vehicles noise levels **shall** meet the requirements of legislation relative to Occupational Safety and Health both at the operator's station and exterior to the vehicle.
- .2 Stability: Vehicles stability **shall** be in accordance with CSA B335 or an equivalent North American standard.
- .3 Hazardous Materials: The contractor **shall** minimize the use of hazardous materials, ozone depleting substances, polychlorinated biphenyls, asbestos and heavy metals used in the fabrication of the product supplied. Items given in the Hazardous Products Acts **shall** be considered as hazardous materials.
- .4 "LP" Rating: The vehicles **shall** be manufactured to meet the requirements of an "LP" Rating in accordance with Standard UL 558, or an Equivalent North American standard.
- .5 Safety Rating: The following safety ratings **shall** be provided, upon request. Availability for provision **shall** be as indicated in the Accessory Table:

"LPS" Safety Rating

The vehicles **shall** have certification that meets the requirements of UL 558 for "LPS", or an equivalent North American standard, before delivery with a permanently attached "LPS" label. Safety rating **shall** be confirmed with **Proof of Compliance**.

2.4 Performance:

- .1 Vehicle Performance: The forklifts carrying the rated capacity load **shall** be capable of forward and reverse speeds of at least 9 km/h.
- .2 Forklift Performance: Forklift performance **shall** be substantiated with **Proof of Compliance**. The forklift, without accessories, **shall** have:
 - .1 A load capacity of at least that given as "**Lift Capacity**" in the respective Data Table at the load centre given as "**Load Centre**" in the Data Table. The load capacity **shall** not de-rate to below specified load capacity before the "**Lift Height**" given in the data table.
 - .2 A lift height of at least that given as "**Standard Mast**" - "**Lift Height**" in the Data Table, measured from the floor to the top of the forks with the mast in an extended vertical position;
 - .3 A collapsed height, in the vertical position, of no more than that given as "**Standard Mast**" - "**Collapsed Height**" in the Data Table;
 - .4 A free lift (load backrest removed) of at least that given as "**Standard Mast**" - "**Free Lift**" in the Data Table; and
 - .5 A vehicle height to its highest point of no more than that given as "**Standard Mast**" - "**Collapsed Height**" in the Data Table.

2.5 Equipment

- .1 Application Equipment: the following application equipment **shall** be provided:
 - .1 Mast: A wide, see-through, telescopic hydraulic mast;

- .2 Forks: Manufacturer's standard forks having a nominal length of that given as "**Fork length**" in the Data Table. The forks **shall** be shipped with Non-Destructive Test (NDT) certification documents.
 - .3 Backrest: Manufacturer's standard load backrest, with a nominal height of as "**Load Backrest Height**" in the Data Table.
 - .4 Reach Mechanism: A mechanism capable of moving the load forward, with the forklift stationary, a distance of no less than given as "**Reach length**" in the Data Table.
- .2 Accessories
- The following accessories **shall** be provided:
- .1 Lift Accumulators: A system to absorb impacts load from tracks, potholes and other obstacles;
 - .2 Side Shifter: A side shifter capable of providing shifting the fully loaded forks at least 100 mm to either side;
 - .3 Side Shifter with Fork Positioning: An integrated fork positioning side shifter, which **shall** increase/decrease the spacing between the unloaded forks hydraulically as well as being capable of side shifting fully loaded forks simultaneously to either side;

2.6 Operator Station

- .1 The operator station **shall** include
 - .1 Overhead Guard: A driver's overhead guard with wire mesh or **Equivalent** mounted to protect operator. The overhead guard height **shall** not be more than the specified collapsed mast height of the mast chosen;
 - .2 Seat: A padded water-resistant operator's seat and backrest equipped with seat belts;
 - .3 Mirror(s): Rear view mirror(s) positioned providing a full view of both sides for safe reverse operations.
 - .4 Operator Station Accessories: The following operator station accessories **shall** be provided:
 - .1 Cab (S-FOR-2 only): A fully enclosed pressurized, weatherproof, insulated and soundproofed cab, in lieu of the overhead guard, which **shall**:
 - .1 Have a heater with a ventilation and defrosting system capable of handling extreme weather found in Cambridge Bay, Nunavut;
 - .2 Have clear safety glass in windows providing all around visibility;
 - .3 Have electrically power actuated windshield wipers; and

- .4 Have overhead load visibility during storage and retrieval operations.

2.7 Chassis

- .1 The vehicle chassis **shall** be the manufacturer's standard for a vehicle of this type and size.

2.8 Engine

- .1 The S-FOR-1 engine **shall** be Electric powered, using a 36 Volt battery.
- .2 The S-FOR-2 engine **shall** be LPG powered.
 - .1 Engine Components - Engine components **shall** include a catalytic converter and closed loop control system for reduction of emissions.
 - .2 LPG Fuel Tank - A LPG fuel tank **shall** be mounted on vehicle. It is preferable to have the tank mounted horizontally. The fuel tank **shall** have a safety guard with quick release clamps and quick connect couplings. Each vehicle **shall** be provided with one spare tank. All tanks **shall** be shipped empty.

2.9 Transmission

- .1 The vehicle **shall** be equipped with the manufacturer's standard transmission, which includes an inching function.

2.10 Brake System

- .1 The vehicle **shall** be equipped with manufacturer's standard braking system, which **shall** conform to CSA B335, or an Equivalent North American standard.

2.11 Steering

- .1 The vehicle **shall** be equipped with the manufacturer's standard steering system conforming to CSA B335, or an Equivalent North American standard.

2.12 Controls

- .1 Controls **shall** be manufacturer's standard including a safety device ensuring that engine can only be started with the transmission in a neutral position and a throttle control positioned for convenient operation.

2.13 Instruments

- .1 Instruments **shall** be manufacturer's standard, which **shall** include a numeric read-out hour-meter, which displays accumulated running time up to 9,999 hours.

2.14 Electrical System

- .1 The vehicle **shall** be equipped with manufacturer's standard electrical system, which **shall** include:
 - .1 Warning Horn: A readily accessible driver-operated warning horn; and
 - .2 Back Up Alarm: A back up alarm to alert personnel that the vehicle is in back-up mode.

2.15 Lighting

- .1 The vehicle lighting **shall** be the manufacturer's standard. The vehicle lighting **shall** include:
 - .1 Headlights (S-FOR-2 only): Have adjustable headlights that allow forklift operations at night, with sufficient lighting for the operator to see the load and fork tips in all positions.
 - .2 Flashing Beacon: A red flashing beacon light mounted on the rear of the vehicle, which is activated when the vehicle travels in reverse.

2.16 Hydraulic System

- .1 The hydraulic system **shall** be the manufacturer's standard complete with all components required for the operation of the hydraulic equipment specified, including pump, reservoir, filters and control valves.

2.17 Lubricants and Hydraulic Fluids

- .1 The vehicle **shall** be serviced with the manufacturer's standard non-proprietary lubricants and hydraulic fluids. Lubrication fittings **shall** conform to SAE J534 or an Equivalent North American Standard.

2.18 Paint

- .1 The vehicle **shall** be painted using manufacturer's standard commercial colours. The prime coating **shall** be a high-durability, corrosion-resistant type. The prime coating **shall** be epoxy type or baked powder coat or Equivalent.

2.19 Identification

- .1 The manufacturer's name, model and serial number **shall** be permanently marked in a conspicuous and protected location.

2.20 Vehicle Delivery Condition

- .1 The vehicles **shall** be delivered to destination in a fully operational condition (serviced and adjusted) and both the interior and exterior **shall** be cleaned. If the vehicles require assembly at destination, the Contractor **shall** be responsible for all

manpower and equipment to perform assembly. The consignee will provide the area required for assembly. For shipment verification, all items such as wheel wrenches, jacks, and all other tools, equipment and accessories, which are shipped loose with the equipment, **shall** be listed on the shipping certificate or to an attached packing note.

2.21 Integrated Logistic Support

- .1 The Contractor is required to ensure that spare parts required to properly maintain and repair vehicles are available for purchase for a period of 15 years.
- .2 Documentation and Support Items: the Contractor **shall** provide the following documentation and support items with each vehicle:
 - .1 Operator's Manuals: An operator's manual for the safe vehicle operation including all supplied attachments **shall** be provided. The operator's manual **shall** be furnished in a bilingual format or as 2 manuals (one English, and one French) in a single binder;
 - .2 Warranty Letter: A paper copy of the completed bilingual warranty letter in the approved format **shall** be provided with each vehicle shipped. Designated warranty providers **shall** honour the warranty letter.
- .3 Documents provided to the Departmental Representative: After issuance of a contract, the offeror **shall** provide the following documents for each make/model:
 - .1 Data Summary: A bilingual data summary with data and a vehicle picture;
 - .2 Sample Manuals: A set of sample manuals, preferably in digital format, including the operator, parts and maintenance manuals **shall** be provided.
 - .3 Initial Parts Kit List: A list of the parts included in the initial parts kit for verification.
 - .4 Material Safety Data Sheets: The offeror **shall** provide a listing of all hazardous materials used in the vehicle fabrication and assembly. If there are no hazardous materials used, this information **shall** be provided in writing. The offeror **shall** provide material safety data sheets of all hazardous substances in the list.

2.22 Training

- .1 The following training **shall** be provided to the Departmental Representative. All costs related to this training **shall** be included in the bid. Training **shall** be as described below:
 - .1 Familiarization: A familiarization course by the local dealer at destination **shall** be provided. The course **shall** include up to 1-day (8 hours) of training, at consignee's discretion. A maximum of 8 personnel may be present. The familiarization **shall** include operation and maintenance segments demonstrating, as a minimum, all safety measures required for safe vehicle use and maintenance, differences between new and existing vehicles and responses to questions. Familiarization **shall** include daily servicing.

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Familiarization instructions **shall** be provide in the official language requested, where possible. After completion of familiarization, the contractor shall have a "**PROOF OF FAMILIARIZATION**" certificate signed by the consignee.

- .2 Training: Troubleshooting - The contractor **shall** provide a troubleshooting course. The course **shall** be given at the destination for a minimum duration of one day to provide training of up to four persons no later than one month after delivery of the vehicle. The course **shall** include detailed testing, trouble shooting and adjustments training. Training **shall** be in the official language requested. On course completion the contractor **shall** have a "**PROOF OF FAULT DETECTION TRAINING**" certificate signed by the consignee.

ANNEX "B"

BASIS OF PAYMENT

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm price, as specified below. Applicable taxes are extra, if applicable, and to be shown as a separate item on any resulting invoice.

Pricing must be firm unit price including all costs associated with providing the requirement in accordance with requirement at Annex A, FOB destination.

Currency:

Bids will be evaluated in CAD funds using the Bank of Canada conversion rate on bid closing date.

Bidder must indicate if pricing offered is in Canadian or US dollars.

Table 1: Delivery to Port of Valleyfield, QC between June 1, 2016 and July 10, 2016. Delivery must be no earlier than June 1, 2016 and can be no later than July 10, 2016. Delivery to be coordinated with Project Authority.

Item	Description	Qty	Unit of Issue	Unit Price	Extended Price Bidder to indicate if CAD or USD
1	Electric interior standup compact forklift (S-FOR-1) in accordance with the mandatory performance specifications detailed in Annex A – Requirement. All inclusive pricing including warranty and 5 keys for each forklift	2	each	\$	\$
2	Propane exterior sit-down forklift (S-FOR-2) in accordance with the mandatory performance specifications detailed in Annex A – Requirement. All inclusive pricing including warranty and 5 keys for forklift.	1	each	\$	\$
3	Delivery including freight and offloading charges, custom clearance costs, if applicable, FOB Destination to Port of Valleyfield, 950 Boulevard Gérard-Cadieux, Salaberry-de-Valleyfield, QC.				\$
TOTAL					\$

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Table 2: Training on or before October 31 2016 (to be coordinated with Project Authority)

Item	Description	Qty	Unit of Issue	Lot Price Bidder to indicate if CND or USD
1.	Training – familiarization course 1 day course (8 hours), maximum 8 participants. Course material to be in accordance with the mandatory performance specifications detailed in Annex A. Training course to be provided on-site at CHARS, Cambridge Bay, NU.	1	lot	\$
2.	Training – troubleshooting course 1 day course (8 hours), maximum 8 participants. Course material to be in accordance with the mandatory performance specifications detailed in Annex A. Training course to be provided on-site at CHARS, Cambridge Bay, NU.	1	lot	\$

ANNEX "C"

INSURANCE – SPECIFIC REQUIREMENTS

COMMERCIAL GENERAL LIABILITY INSURANCE

1. The Contractor must obtain Commercial General 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 \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability 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 should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. 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.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. 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.

ANNEX "D"

INUIT BENEFITS PLAN AND REPORT

1.0 Preamble

Further to the Nunavut Land Claims Agreement (NLCA) this contract contains a requirement for the provision of benefits to Inuit people and firms.

2.0 Inuit Benefits Plan

Within 15 calendar days after date of Contract Award, the Contractor shall submit to the Crown for approval a finalized Inuit Benefits Plan which is based upon the draft Inuit Benefits Plan submitted as part of the proposal, and may include the following:

- 2.1 A clear statement of the minimum amount of Inuit Benefits that the Bidder proposes to provide for the shipping and installation of the goods; and/or
- 2.2 How the Contractor intends to maximize the use of Inuit employment or Inuit sub-contractors.

The Inuit Benefits Plan shall be in sufficient detail to allow the Crown to assess the value of the Inuit Benefits Plan proposed but also the probability of meeting the objectives contained therein.

3.0 Final Reporting of Inuit Benefits

Based on the finalized Inuit Benefits Plan, as per 2.0, the Contractor shall provide a detailed report on what was actually accomplished and the dollar value of the Inuit benefits achieved

This final report shall be as per Annex "B" Basis of Payment.

ANNEX "E"

INUIT BENEFITS PLAN

The requirements of the Nunavut Land Claims Agreement (NLCA) <http://www.aadnc-INAC.gc.ca/eng/1100100030601/1100100030602> will apply to the proposed procurement. Bidders are therefore requested to maximize Inuit employment, subcontracting and on-the-job training opportunities, and involve local, regional and Inuit citizens and businesses, in carrying out the work under this project. The benefits that apply to this procurement are contained in: Article 24 -The Agreement between the Inuit of the Nunavut Settlement Area and Her Majesty the Queen in Right of Canada, clause 24.6.1.

Inuit Benefits

For the portion of the work specifically undertaken in the Nunavut Land Claims settlement area, bids will be evaluated and allocated a range of points in accordance with the degree to which the Bidder's proposed method of carrying out the work meets the objectives of the following criteria.

Bidders may refer to the Nunavut Tunngavik Inc. (NTI) Inuit Firm Registry Database at <http://inuitfirm.tunngavik.com/>

For purposes of interpretation:

"Inuit firm" means an entity which complies with the legal requirements to carry on business in the Nunavut Settlement Area, and which is

- a. a limited company with at least 51% of the company's voting shares beneficially owned by Inuit,
- b. a co-operative controlled by Inuit, or
- c. an Inuk sole proprietorship or partnership.

"Inuit" must be a person whose name appears on the most current Inuit Enrolment List created in accordance with the requirements of Article 35.2.1 of the Agreement Between The Inuit of the Nunavut Settlement Area and Her Majesty the Queen in Right of Canada.

"deliveries to" means "goods delivered to, and services performed in".

Evaluation and Assessment - Submission Requirements

In order for a bid to be assigned points for representations made in respect of any criterion (hereinafter collectively referred to as the "Nunavut Representations"), appropriately documented evidence of conformance with the stated objective of the criterion must be provided with the tender submission.

The Minister reserves the right to verify any information provided in the "Nunavut Representations" and that untrue statements may result in the tender being declared non-responsive.

Treatment of Representations and Warranties

The Bidder acknowledges that:

- a) the Minister relies upon the "Nunavut Representations" to evaluate bids; and
- b) the "Nunavut Representations" must become covenants under any contract(s) resulting from this solicitation.

ANNEX "F"

POINT RATED CRITERIA

1. INSTRUCTIONS

- 1.1 The Bidder must ensure that its Proposal provides sufficient evidence for the Evaluation Committee to assess the compliance of the Proposal with the criteria listed in this Request for Proposal (RFP). Bidders must make sure that their proposal clearly demonstrates a Logistics Supply Chain Plan for the delivery and training of the Forklifts detailed in Annex A. It is the sole responsibility of the Bidder to provide sufficient information within its Proposal to enable the Evaluation Committee to complete its evaluation.
- 1.2 The Bidder must include any reference material it wishes to be considered for evaluation within its Proposal. Any material or documents outside the Proposal will not be considered (for example, should the Bidder wish to provide screen shots of its website or product, etc. for evaluation, copies or printouts of website or product material must be included within the Proposal). URL links to the Bidder's website will not be considered by the Evaluation Committee. No prior knowledge of or experience with the Bidder on the part of the Evaluation Committee will be taken into consideration by the Evaluation Committee.

2. POINT RATED CRITERIA

- 2.1 Bids meeting all mandatory criteria will be evaluated on the following point rated evaluation criteria.
- 2.2 Bidders must obtain a minimum score of 60% for each criteria number R1, R2, and R3 to be considered compliant. Bids which fail to attain at least 60% in each of these categories will be considered technically non-responsive and no further evaluation will be conducted.
- 2.3 In addition, although it is not mandatory for Bidders to complete the Inuit Benefits Plan, R4, as part of their proposals, Bidders are encouraged to consider the Inuit Benefits Plan in category R4 when submitting their proposals. There is no pass mark for category R4.
- 2.4 The maximum score for the Point Rated criteria is 50 points.

The maximum number of pages (including text and graphics) to be submitted for the Logistic Supply Chain Plan under this section is five (5) to ten (10) Pages.

The following are not part of the page limitation mentioned above:

- i. Covering letter
- ii. Table of contents
- iii. Front page and required completion of Articles 1-6 of the RFP
- iv. Front page of revision(s) to RFP
- v. Requirements and supporting documentation (Annex A)
- vi. Price Proposal Form (Annex B)
- vii. Insurance Certificates (Annex C)
- viii. Inuit Benefits Plan Report (Annex D)

Consequence of non-compliance: any pages which extend beyond the above limitation and any other attachments will be extracted from the proposal and will not be forwarded to the Evaluation Board members for evaluation.

2.5 The Point Rated Criteria will be evaluated using the outline below. Points will be rounded using standard mathematical methods to two (2) decimal places, when required.

Point Rated Criteria	Total Possible Points	Minimum Pass Mark
R1 Delivery Schedule	20	12
R2 Training	10	6
R3 Risks and Mitigations	10	6
R4 Inuit Benefits Plan	10	0 (no pass mark)
Total Possible Points	50 points	
Minimum Pass Mark	24 points	

Bidders must clearly demonstrate in their bid how they meet the following Point-Rated Criteria:

ITEM	POINT RATED CRITERIA	MAX. POINTS
	Logistic Supply Chain Plan (Consists of R1, R2, R3) (maximum 5 to 10 pages)	40
R1	Delivery Schedule (pass mark 12 pts)	20 points
	Bidder must clearly demonstrate in their bid a Logistic Supply Chain Plan that details how they will deliver the Forklifts to Port of Valleyfield no earlier than June 1, 2016 and no later than July 10, 2016. The demonstration should include a detailed schedule from Suppliers warehouse to proposed delivery location detailing the transportation methods and potential contracts that will be implemented (i.e. truck, air-lift, sealift).	20 points (based upon grid table 1)
R2	Training (pass mark 6 pts)	10 points
	Bidder must describe how they propose to provide the training services in Cambridge Bay, Nunavut for the Forklifts on or before October 31, 2016. The description should include details of the training schedules for both familiarization training and troubleshooting training.	10 points (based upon grid table 1)
R3	Risks and Mitigations (pass mark 6 pts)	10 points
	Bidder must describe all risks and mitigations that address possible issues with the delivery of the Forklift training at the CHARS location.	10 points (based upon grid table 1)
R	Inuit Benefits Plan (no minimum pass mark)	10 points
	An Inuit Benefits Plan should consist of the following components: 1. The existence of head offices, administration offices or other facilities in the Nunavut Settlement Area Points will be assigned based on the following: a) Existence of head office(s) in the Nunavut Settlement Area (max 1 pt) b) Administration office(s) or other facilities in the Nunavut Settlement Area (max 1 pt) 2. The employment of Inuit labour, engagement of Inuit professional services, or use of suppliers that are Inuit or Inuit firms in carrying out the contract. Points will be assigned based on the following: a) Details on the work to be carried out for each position proposed to be filled by an Inuit person. (max 4 pts) b) Details on use of Inuit suppliers and identification of the goods or services provided by Inuit firms. (max 4 pts)	10 points (based upon grid table 2)

Grid Table 1

INADEQUATE	POOR	WEAK	ACCEPTABLE	VERY GOOD	EXCELLENT
0 point	2 (or 4) points	4 (or 8) points	6 (or 12) points	8 (or 16) points	10 (or 20) points
<ul style="list-style-type: none"> • Did not submit information which could be evaluated • Absolutely inadequate • Extremely poor, insufficient information to meet requirements 	<ul style="list-style-type: none"> • Below the desirable minimum • Generally doubtful that requirement can be met • Little capability to meet requirements 	<ul style="list-style-type: none"> • Just fails to meet the desirable minimum • Not quite capable of fulfilling requirement • Just below acceptable capability 	<ul style="list-style-type: none"> • Meets the desirable minimum • Provides minimum requirements with some weaknesses • Proponent is qualified and experienced • Average capability should be adequate for effective results 	<ul style="list-style-type: none"> • More than satisfies desirable minimum • No apparent weaknesses • Proponent is highly qualified and experienced • Superior capability, should ensure effective results 	<ul style="list-style-type: none"> • Exceptionally strong proposal • No apparent weaknesses • Proponent is exceptionally qualified and experienced • Exceptional capability, should ensure extremely effective results

Grid Table 2

INADEQUATE	POOR	WEAK	GOOD	EXCELLENT
0 point	1 point	2 points	3 points	4 points
<ul style="list-style-type: none"> • Did not submit information which could be evaluated • Absolutely inadequate • Extremely poor, insufficient to meet performance requirements 	<ul style="list-style-type: none"> • Lacks information, fails to provide relevant information • Little capability to meet requirement 	<ul style="list-style-type: none"> • Not quite capable of fulfilling requirements as presented • Just below acceptable capability 	<ul style="list-style-type: none"> • Covers all components and will likely meet requirements • Proponent is qualified and experienced • Average capability, should be adequate for effective results 	<ul style="list-style-type: none"> • Exceptionally strong proposal • Proponent is exceptionally qualified and experienced • Exceptional capability, should ensure extremely effective performance