



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**  
**11 Laurier St./ 11 rue, Laurier**  
**Place du Portage, Phase III**  
**Core 0B2 / Noyau 0B2**  
**Gatineau, Québec K1A 0S5**  
**Bid Fax: (819) 997-9776**

**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**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Scientific, Medical and Photographic Division / Division de  
l'équipement scientifique, des produits photographiques et  
pharmaceutiques  
11 Laurier St./ 11 rue, Laurier  
6B1, Place du Portage  
Gatineau, Québec K1A 0S5

<b>Title - Sujet</b> Portable Suction Devices	
<b>Solicitation No. - N° de l'invitation</b> W6369-160083/A	<b>Date</b> 2016-03-10
<b>Client Reference No. - N° de référence du client</b> W6369-160083	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PV-915-70511	
<b>File No. - N° de dossier</b> pv915.W6369-160083	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2016-04-20</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Gosselin, Monique	<b>Buyer Id - Id de l'acheteur</b> pv915
<b>Telephone No. - N° de téléphone</b> (873) 469-3194 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Department of National Defence Central Medical Equipment Depot 105 Montgomery Road Building BB104A Canadian Forces Base Petawawa Petawawa, Ontario K8H 2X3	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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## PART 1 - GENERAL INFORMATION

### 1.1 Security Requirement

There is no security requirement associated with this bid solicitation.

### 1.2 Requirement

The requirement is detailed under Article 6.2.1 of the resulting contract clauses.

#### 1.2.1 Optional Requirement

The Contractor grants to Canada the irrevocable option to purchase up to an additional 400 portable suction devices and 400 cases under the same terms and conditions and at the prices stated in the contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

### 1.3 Debriefings

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

### 1.4 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: sixty (60) days  
Insert: ninety (90) days

#### 2.1.1 SACC Manual Clauses

B1000T Condition of Material

2014-06-26

## **2.2 Submission of Bids**

Bids must be submitted only to Public Works and Government Services Canada Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

## **2.3 Enquiries - Bid Solicitation (to be used for competitive requirements)**

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions 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 the province of Ontario, Canada.

The Bidder may, at its discretion, substitute the applicable laws of a Canadian province or territory of its choice without affecting the validity of its bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of its choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidder.

# **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 (four (4) copies)  
Section II: Financial Bid (one (1) copy)  
Section III: Certifications (one (1) copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](#)

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

## Section I: Technical Bid

The following applies to the Requirement and bidders must provide the following information in the bid:

### 3.1.1 Technical Evaluation

All proposals submitted must be completed in full and provide all of the information requested in the Request for Proposal (RFP) package to enable a full and complete evaluation. If the requirement is not addressed in the Bidder's proposal, the proposal will be considered incomplete or non-responsive and will be rejected. The onus is on the Bidder to provide all the information necessary to ensure a complete and accurate assessment.

**Confirm that you have read and understood by checking the: Yes \_\_\_\_\_**

Factors for Evaluation

1. PRICING BASIS (MANDATORY): Prices must be firm, DDP Delivered Duty Paid.

2. ABILITY TO MEET THE TECHNICAL REQUIREMENT (MANDATORY):

- a) For Items Defined by Specifications:

The bidder is requested to cross reference the mandatory technical criteria contained herein to their supporting technical documentation.

- b) Provision of Supporting Technical Documentation:

Supporting technical documentation for the stores offered must be provided with the bid at time of bid closing.

Technical brochures or technical data MUST be provided to verify compliancy to the technical mandatory specifications.

**Included: Yes: \_\_\_\_\_**

3. COMPLIANCE WITH THE TERMS AND CONDITIONS OF THIS REQUEST FOR PROPOSAL (MANDATORY)

4. Please note that the requirements of the Federal Contractors Program for Employment Equity may apply - (see Part 5).

5. The device must have a full Canadian Standards Association (CSA) certification, or equivalent <http://www.csagroup.org/global/en/about-csa-group/certification-marks-labels>. Equivalency must be recognized by SCC (Standard Council of Canada) <https://www.scc.ca/>;  
Proof of certification or proof of equivalency must be included with the bid submission.

Included: Yes \_\_\_\_\_

6. The device must be licensed by Health Canada as a Medical Device.  
Proof of license must be included with bid submission.

Included: Yes \_\_\_\_\_

#### 3.1.1.1 Mandatory Technical Criteria

See Annex A – Requirement

#### 3.1.2 Product(s) Offered

The Bidder must indicate the make and model number of the products offered (identify specific components which make up the system):

Name of Manufacturer: \_\_\_\_\_

Model/Part Number: \_\_\_\_\_

Literature attached: Yes (\_\_\_\_\_) No (\_\_\_\_\_) \_\_\_\_\_

#### 3.1.3 Point of Manufacture/Shipping

The Bidder must state the point of manufacture/shipping of goods:

Location: \_\_\_\_\_

Postal Code: \_\_\_\_\_

#### 3.1.4 Electronic Payment of Invoices – Bid

Canada requests that Bidders complete option 1 or 2 below:

- 1.0 ( ) Electronic Payment Instruments will be accepted for payment of invoices.

The following Electronic Payment Instrument(s) are accepted:

- ( ) VISA Acquisition Card;
- ( ) MasterCard Acquisition Card;
- ( ) Direct Deposit (Domestic and International);
- ( ) Electronic Data Interchange (EDI);
- ( ) Wire Transfer (International Only);
- ( ) Large Value Transfer System (LVTS) (Over \$25M)

- 2.0 ( ) Electronic Payment Instruments will not be accepted for payment of invoices.

The Bidder is not obligated to accept payment by Electronic Payment Instruments.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

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### 3.1.5 Delivery

While delivery is requested by 31<sup>st</sup> May 2016, the best delivery that could be offered by the Bidder is \_\_\_\_\_.

### 3.1.6 Contacts

Bidders are requested to provide the following: Information pertaining to Article 6.5.4, Contractor Representatives under Part 6, Resulting Contract Clauses.

## Section II: Financial Bid

The Bidder must quote a firm lot price all inclusive of supply and manuals, DDP (Petawawa, Ontario), the total amount of applicable taxes must be shown separately. Freight charges to destination and all applicable Customs duties and Excise taxes must be included.

### Optional Quantities

A firm unit price must be filled in for each of the option periods. If the bidder fails to quote a firm unit price for each of the option periods, the bidder will be considered non-compliant and no further consideration will be given.

### 3.2.1 Exchange Rate Fluctuation

C3011TExchange Rate Fluctuation (without protection)

2013-11-06

## 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 Financial Evaluation

##### Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, DDP (Petawawa, Ontario) Incoterms® 2000, Canadian customs duties and excise taxes included.

Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.

For bid evaluation purposes only, the total bid price will be determined by adding the cost for the firm quantity total with the cost for the optional quantities.

## **4.2 Basis of Selection**

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 aggregate evaluated price (including the optional quantities) will be recommended for award of a contract.

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

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

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

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

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

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

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

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Bidder must provide with its bid, a completed [Declaration Form](#), 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.



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### COMPLETE LIST OF DIRECTORS

Name	Position
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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

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## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirement

6.1.1 There is no security requirement applicable to this contract.

### 6.2 Requirement

#### 6.2.1 Requirement

The Contractor must provide the items detailed under the Annex B – Basis of Payment.

#### 6.2.2 Optional Requirement

The Contractor grants to Canada the irrevocable option to purchase up to an additional 400 portable suction devices and 400 cases under the same terms and conditions and at the prices stated in the contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option within 4 years after contract award by sending a written notice to the Contractor.

#### 6.2.3 Manuals

6.2.3.1 The Contractor must provide at a minimum one (1) Operator Manual per device, English mandatory and French if available. If the French version is not available, the Contractor agrees to permit the CAF to make French copies for its own use.

Agreed: Yes \_\_\_\_\_

6.2.3.2 The contractor must provide one (1) Service Manual (English, electronic) with initial contract and with each option, if DND decides to exercise the option.

Agreed: Yes \_\_\_\_\_

### 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.

Subsection 9 of 2010A (2014-09-25) General Conditions - Goods or Services, is amended as follows:

Delete: Subsection 9 in his entirety.

Insert: "The Work is subject to inspection and acceptance by Canada. Despite prior acceptance of the Work and without restricting any conditions or warranty imposed by law, the Contractor, if requested by the Minister to do so, must replace, repair or correct at its option and its own expense any Work which becomes defective or which fails to conform to the Contract requirements, where applicable. For goods, the on-site warranty period will be 2 years after delivery and acceptance or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer. The on-site warranty covers parts, labor and all related expenses. Any Work replaced, repaired or corrected pursuant to this section is subject to all provisions of the contract to the same extent as Work initially performed."

**Comply:** Yes \_\_\_\_\_

#### **6.4 Term of Contract**

##### **6.4.1 Delivery Date**

**6.4.1.1** All the deliverables must be received on or before \_\_\_\_\_ (to be filled in only at contract award).

**6.4.1.2** The Contractor must contact the DND Technical Authority (TA), specified in para 6.5.2, before delivery to determine an agreed upon date/time for delivery.

**Agreed:** Yes \_\_\_\_\_

**6.4.1.3** Upon delivery, the Contractor must contact the DND TA on the day/time of delivery.

**Agreed:** Yes \_\_\_\_\_

#### **6.5 Authorities**

##### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Monique Gosselin  
Public Works and Government Services Canada  
Acquisitions Branch  
Commercial Consumer Products Directorate  
11 Laurier Street, 6A2, Phase III  
Place du Portage, Gatineau, Quebec, K1A 0S5

Telephone: (873) 469-3194  
Facsimile: (819) 956-3814  
E-mail address: monique.gosselin@pwgsc.gc.ca

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

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#### 6.5.2 Technical Authority *(to be filled in only at contract award)*

The Technical Authority for the Contract is:

Name: \_\_\_\_\_  
Telephone: (\_\_\_\_) \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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 DND Procurement Authority *(to be filled in only at contract award)*

The DND Procurement Authority for the Contract is:

Name: \_\_\_\_\_  
Telephone: (\_\_\_\_) \_\_\_\_\_  
E-mail address: \_\_\_\_\_

The DND Procurement Authority is responsible for the DND contract management and for the authorization of all work against this contract.

#### 6.5.4 Contractor's Representative *(fill in)*

The telephone number of the person responsible for:

##### General enquiries

Name: \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Facsimile No. \_\_\_\_\_  
E-mail address: \_\_\_\_\_

##### Delivery Follow-up

Name: \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Facsimile No. \_\_\_\_\_  
E-mail address: \_\_\_\_\_

#### 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 firm lot prices, as specified in Annex B – Basis of Payment for a cost of \$\_\_\_\_\_ **(to be filled in only at contract award)**. Customs duties are included and Applicable Taxes are extra.

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

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#### 6.6.2 Electronic Payment of Invoices - Contractor

The Contractor accepts to be paid using the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

#### 6.6.3 SACC Manual Clauses

C2000C	Taxes - Foreign-Based Contractor	2007-11-30
H1001C	Multiple Payment	2008-05-12

#### 6.7 Invoicing Instructions

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

#### 6.8 Certifications

##### 6.8.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to, provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

#### 6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Ontario.

## 6.10 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 Agreement;
- (b) 2010A (2015-09-03) General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*)

## 6.11 SACC Manual clause

B1501C	Electrical Equipment	2006-06-16
A9062C	Canadian Forces Site Regulations	2011-05-16
B7500C	Excess Goods (only use when buying large qty)	2006-06-16
A2000C	Foreign Nationals (Canadian Contractor)	2006-06-16
A2001C	Foreign Nationals (Foreign Contractor)	2006-06-16
G1005C	Insurance	2008-05-12

## 6.12 Shipping Instructions

### 6.12.1 Shipping Instructions - Delivery at Destination

1. Goods must be consigned to the destination specified in the Contract and delivered:  
  
Delivered Duty Paid (DDP) (Petawawa, Ontario) Incoterms 2000 for shipments from a commercial contractor.
2. The Contractor will be responsible for all delivery charges, administration, costs and risk of transport and customs clearance, including the payment of customs duties and taxes.

## ANNEX A

### REQUIREMENT

#### MANDATORY SPECIFICATIONS OF A PORTABLE SUCTION DEVICES

Vendors must cross reference the mandatory technical criteria in a concise format by using page, paragraph(s) & sub-paragraphs as applicable to their supporting technical documentation.

Mand Spec #	Mandatory Specifications	Reference in Contractors Proposal
<b>1.0 GENERAL</b>		
<b>1.1</b>	The device must be supplied with a case that provides particulate matter and water ingress protection in accordance with the International Electrotechnical Commission (IEC) standards found at <a href="http://www.iec.ch/index.htm">http://www.iec.ch/index.htm</a> . The device case must have an Ingress Protection (IP) rating no less than IP34D;	
<b>1.2</b>	The device must have an integrated and automated voltage selection capability to accommodate alternating current (AC) power ranges of 110 to 220 volts (VAC) at 50/60 Hertz (Hz);	
<b>1.3</b>	In the absence of AC power the device must be capable of operating off Direct Current (DC) power ranging from 12 to 28 Voltage Direct Current (VDC);	
<b>1.4</b>	The device battery must be capable of being charged whether connected to AC or DC power, and once the battery is fully charged, provide a trickle charge to maintain battery capacity;	
<b>1.5</b>	The device must have a minimum free-flow air flow of 25 Litres Per Minutes (LPM) at 500 millimeters Mercury (mmHg);	
<b>1.6</b>	The device must have an integrated battery with a minimum usage capacity of 30 minutes when the device is operating in the free - flow air flow (25 LPM at 500 mmHg) mode;	
<b>1.7</b>	The device must include a battery charge/power level indicator;	
<b>1.8</b>	The device must incorporate a carrying handle for ease of movement;	
<b>1.9</b>	The device must have an operator selectable vacuum suction range from a minimum of 80 to at least 500 mmHg with a mechanism that indicates the selected vacuum suction range;	
<b>1.10</b>	The device must reach the maximum vacuum suction level of 500 mmHg, measurement shown on the patient side of the collection canister, within 10 seconds of starting the device;	

Mand Spec #	Mandatory Specifications	Reference in Contractors Proposal
1.11	At a 500 mmHg vacuum, the device must not exceed a noise level of 60 A-weighted decibels (dBA);	
1.12	The device must have the ability to easily allow the user to switch from a reusable collection canister to a disposable collection canister without the use of any tools;	
1.13	To prevent device contamination with vacuumed fluids, the canister must include a mechanism to occlude the vacuum in the event the canister becomes full;	
1.14	The device must complete an automated self-test on every initial power up;	
1.15	The self- test must indicate the existence of a fault condition in the event any problem is detected;	
1.16	For ease of transportation and storage, the device must have the following dimensions:  i) maximum of 13 inches high; ii) maximum of 14 inches wide; iii) maximum of 7.5 inches deep;	
1.17	The device, including battery and collection canister, must weigh no more than 4.5 kilograms (kg) or 10 pounds (lbs);	
1.18	The device must be capable of a storage temperature range between -30 and +60 degrees Celsius;	
1.19	The device must be capable of operating and charging within a temperature range between 0 and 40 degrees Celsius (+/- 2 degrees Celsius);	
1.20	The device must have a full Canadian Standards Association (CSA) certification, or equivalent <a href="http://www.csagroup.org/global/en/about-csa-group/certification-marks-labels">http://www.csagroup.org/global/en/about-csa-group/certification-marks-labels</a> . Equivalency must be recognized by SCC (Standard Council of Canada) <a href="https://www.scc.ca/">https://www.scc.ca/</a> ;	
1.21	The device must be licensed by Health Canada as a Medical Device.	
<b>2.0 Tubing</b>		
2.1	Tubing inside diameter must be 8 millimeters	
2.2	Tubing length must be no less than 150 centimeters and no greater than 180 centimeters	



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Client Ref. No. - N° de réf. du client W6369-160083	File No. - N° du dossier pv915 W6369-160083	CCC No./N° CCC - FMS No/N° VME

## ANNEX B

### BASIS OF PAYMENT

Department of National Defence has a requirement for the supply of 250 Portable Suction Devices with technical training for up to 8 Biomedical Engineering Technologists in accordance with the mandatory specifications detailed in the Request for Proposal.

The requirement also includes an irrevocable option to purchase up to 400 portable suction devices and 400 cases within 4 years after contract award.

Item	Description	Unit of Issue	Firm Qty	Firm lot price DDP (Petawawa, Ontario)
1	Portable Suction Device in accordance with the mandatory specifications detailed in Annex A.  Each Portable Suction Device must include: a) 110 VAC 60Hz power cord; b) 220 VAC 50Hz european power cord; c) DC power cord, minimum length 6 feet; d) rechargeable 12V battery with minimum 2Ah rating; e) 1000 millilitre reusable collection canister; and f) patient suction tubing (non-sterile).	Lot	250	\$ _____
2	Case in accordance with the mandatory specification 1.1 detailed in Annex A.	Each	250	\$ _____
3	Technical training to maintain, repair, calibrate and troubleshoot the device to original equipment manufacturer specifications. The training will be required for a minimum of 8 Biomedical Engineering Technologists to be delivered at Garrison Petawawa, Petawawa, Ontario. All cost associated with the training (training manuals, tuition, travel and living expenses, etc.) must be included in the price.  DND/CFA will arrange with the Contractor a mutually agreeable date/time for the purpose of providing training.	Session	1	\$ _____

### ADDITIONAL QUANTITIES

Item	Description	Unit of Issue	Estimated quantities for all option years (2016-2020)	Firm lot price DDP (Petawawa, ON) For the 1 <sup>st</sup> year (2016-2017)	Firm lot price DDP (Petawawa, ON) For the 2 <sup>nd</sup> year (2017-2018)	Firm lot price DDP (Petawawa, ON) For the 3 <sup>rd</sup> year (2018-2019)	Firm lot price DDP (Petawawa, ON) For the 4 <sup>th</sup> year (2019-2020)
1	<p>Portable Suction Device in accordance with the mandatory specifications detailed in Annex A.</p> <p>Each Portable Suction Device must include:</p> <ul style="list-style-type: none"> <li>a) 110 VAC 60Hz power cord;</li> <li>b) 220 VAC 50Hz european power cord;</li> <li>c) DC power cord, minimum length 6 feet;</li> <li>d) rechargeable 12V battery with minimum 2Ah rating;</li> <li>e) 1000 millilitre reusable collection canister; and</li> <li>f) patient suction tubing (non-sterile).</li> </ul>	Lot	<p>400</p> <p>A quantity of 100 per year will be used for price evaluation only</p>	\$ _____	\$ _____	\$ _____	\$ _____
2	Case in accordance with the mandatory specification 1.1 detailed in Annex A.	Each	<p>400</p> <p>A quantity of 100 per year will be used for price evaluation only</p>	\$ _____	\$ _____	\$ _____	\$ _____