



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Public Works and Government Services Canada**  
**ATB Place North Tower**  
**10025 Jasper Ave./10025 ave. Jaspe**  
**5th floor/5e étage**  
**Edmonton**  
**Alberta**  
**T5J 1S6**  
**Bid Fax: (780) 497-3510**

## 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

Public Works and Government Services Canada  
ATB Place North Tower  
10025 Jasper Ave./10025 ave Jasper  
5th floor/5e étage  
Edmonton  
Alberta  
T5J 1S6

<b>Title - Sujet</b> Disk Stack Separation System	
<b>Solicitation No. - N° de l'invitation</b> 31029-169942/A	<b>Date</b> 2016-06-02
<b>Client Reference No. - N° de référence du client</b> 31029-169942	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$EDM-100-10776	
<b>File No. - N° de dossier</b> EDM-6-39014 (100)	<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 2016-07-13</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Daylight Saving Time MDT
<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> Fisher, Andrew	<b>Buyer Id - Id de l'acheteur</b> edm100
<b>Telephone No. - N° de téléphone</b> (780) 901-4270 ( )	<b>FAX No. - N° de FAX</b> (780) 497-3510
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> National Research Council 148 – 111 Research Drive Saskatoon, SK S7N 3R2	

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/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>2</b>
1.1 REQUIREMENT .....	2
1.2 DEBRIEFINGS .....	2
1.3 TRADE AGREEMENTS .....	2
<b>PART 2 - BIDDER INSTRUCTIONS .....</b>	<b>2</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....	2
2.2 SUBMISSION OF BIDS .....	2
2.3 ENQUIRIES - BID SOLICITATION .....	2
2.4 APPLICABLE LAWS .....	3
<b>PART 3 - BID PREPARATION INSTRUCTIONS .....</b>	<b>3</b>
3.1 BID PREPARATION INSTRUCTIONS .....	3
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>4</b>
4.1 EVALUATION PROCEDURES .....	4
4.2 BASIS OF SELECTION .....	4
<b>PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION .....</b>	<b>4</b>
5.1 CERTIFICATIONS REQUIRED WITH THE BID .....	5
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION .....	5
<b>PART 6 - RESULTING CONTRACT CLAUSES .....</b>	<b>5</b>
6.1 SECURITY REQUIREMENTS .....	5
6.2 REQUIREMENT .....	5
6.3 STANDARD CLAUSES AND CONDITIONS .....	5
6.4 TERM OF CONTRACT .....	6
6.5 AUTHORITIES .....	6
6.6 PAYMENT .....	7
6.7 INVOICING INSTRUCTIONS .....	7
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION .....	8
6.9 APPLICABLE LAWS .....	8
6.10 PRIORITY OF DOCUMENTS .....	8
6.11 SACC MANUAL CLAUSES .....	8
<b>ANNEX "A" .....</b>	<b>9</b>
REQUIREMENT .....	9
<b>ANNEX "B" .....</b>	<b>11</b>
BASIS OF PAYMENT .....	11
<b>ANNEX "C" TO PART 3 OF THE BID SOLICITATION .....</b>	<b>12</b>
ELECTRONIC PAYMENT INSTRUMENTS .....	12

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## PART 1 - GENERAL INFORMATION

### 1.1 Requirement

The requirement is detailed under Annex A - Requirement.

### 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 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 (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

### 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.

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## 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 Alberta.

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

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

Canada requests that Bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (1 hard copy)

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 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "C" Electronic Payment Instruments, to identify which ones are accepted.

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If Annex "C" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

### **3.1.2 Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation

### **Section III: Certifications**

Bidders must submit the certifications and additional information 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**

Failure to meet any of the following mandatory criteria at solicitation closing will render your submission non-compliant and given no further consideration:

Ability to meet the Requirement and the Minimum Specifications as described in Annex "A".

#### **4.1.2 Financial Evaluation**

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

### **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 evaluated price will be recommended for award of a contract.

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

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, 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 Integrity Provisions - Declaration of Convicted Offences

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the required documentation, as applicable, 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 – Required Documentation

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

### 6.2 Requirement

The Contractor must provide the items detailed under Annex "A" - Requirement.

### 6.3 Standard Clauses and Conditions

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

#### 6.3.1 General Conditions

[2010A](#) (2016-04-04), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Solicitation No. - N° de l'invitation  
31029-169942/A  
Client Ref. No. - N° de réf. du client  
31029-169942

Amd. No. - N° de la modif.  
File No. - N° du dossier  
EDM-6-39014

Buyer ID - Id de l'acheteur  
EDM100  
CCC No./N° CCC - FMS No./N° VME

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## **6.4 Term of Contract**

### **6.4.1 Delivery Date**

Preferred delivery date is November 1, 2016, if this date is not able to be met please provide your expected delivery date: \_\_\_\_\_

### **6.4.2 Delivery Points**

Delivery of the requirement will be made to delivery point(s) specified at Annex "B" of the Contract.

## **6.5 Authorities**

### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Drew Fisher  
Procurement Officer  
Public Works and Government Services Canada  
Acquisitions Branch  
Western Region  
5th Floor ATB Place North Tower  
10025 Jasper Avenue  
Edmonton, Alberta T5J 1S6  
Telephone: (780) 901-4270  
Facsimile: (780) 497-3510  
E-mail address: [drew.fisher@pwgsc-tpsgc.gc.ca](mailto:drew.fisher@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.

### **6.5.2 Project Authority-TBD**

The Project Authority for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_ \_\_\_\_ \_\_\_\_  
Facsimile: \_\_\_\_ \_\_\_\_ \_\_\_\_  
E-mail address: \_\_\_\_\_

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

Solicitation No. - N° de l'invitation  
31029-169942/A  
Client Ref. No. - N° de réf. du client  
31029-169942

Amd. No. - N° de la modif.  
File No. - N° du dossier  
EDM-6-39014

Buyer ID - Id de l'acheteur  
EDM100  
CCC No./N° CCC - FMS No./N° VME

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### 6.5.3 Contractor's Representative

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

### 6.6 Payment

#### 6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot prices as specified in Annex "B"- Basis of Payment for a cost of \$ \_\_\_\_\_ (*inserted after contract award*). Customs duties are included and Applicable Taxes are extra.

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

#### 6.6.2 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12), Single Payment

#### 6.6.3 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of 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)

### 6.7 Invoicing Instructions

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

Invoices must be distributed as follows:

The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.



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## 6.8 Certifications and Additional Information

### 6.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

### 6.9 Applicable Laws

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

### 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](#) (2016-04-04), General Conditions - Goods (Medium Complexity);
- (c) Annex "A", Requirement;
- (d) Annex "B", Basis of Payment
- (e) Annex "C" Electronic Payment Instruments
- (f) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*)

### 6.11 SACC Manual Clauses

SACC Manual clause [B1501C](#) (2006-06-16), Electrical Equipment  
SACC Manual clause [B7500C](#) (2006-06-16), Excess Goods  
SACC Manual clause [G1005C](#) (2008-05-12), Insurance

## ANNEX "A"

### REQUIREMENT

PWGSC on behalf NRC is looking to procure one Disk Stack Separator (Clarifier) System able to separate solids (biomass/cells) from liquids, with options to keep the liquids or solids or both.

Preferred delivery date is prior to November 1, 2016.

Please indicate below:

**Meet Preferred Delivery** \_\_\_\_\_

Or

**Unable to Meet Preferred Delivery** \_\_\_\_\_

### Minimum Performance Specifications

To be considered responsive Bidders must clearly indicate compliance or noncompliance with each article below by inserting "Yes" or "No" under the "Comply" Column.

To demonstrate compliance, Bidders should also include and appropriately cross reference published technical information that confirms compliance with each mandatory criterion specified herein (unless stipulated as "not applicable for this item").

If published technical documentation does not exist for a specific requirement, then a written narrative explaining how the product offered meets the specification should be included with the Proposal. Failure to comply with any of the mandatory technical requirements will disqualify the bid from further consideration.

To ensure compliance is clear, the bidder should utilize a numbering system that corresponds to the numbering system below. An example of an acceptable system would be to indicate the specification reference number on a Tab stuck to the appropriate page of the technical documentation. The appropriate article of the technical documentation that demonstrates compliance should then be highlighted or underlined.

### MANDATORY TECHNICAL SPECIFICATIONS

Scale

	Specifications	Meets	Does Not Meet	Reference
1	The clarifier must be able to accommodate a range of liquid material from 15 to 300 L.			
2	Processing output must be 300 L/h or more.			
3	The clarifier must be flexible to allow for interchanging bowls from different fermentation scales.			

#### Sanitation

	Specifications	Meets	Does Not Meet	Reference
1	Clarifier must allow maintenance of sterility.			
2	Clarifier must allow for automatic clean-in-place.			

#### Other Features

	Specifications	Meets	Does Not Meet	Reference
1	Clarifier must be able to operate at a speed of up to 20,000 g.			
2	Clarifier must allow either the solids (biomass) or liquids to be retrieved aseptically.			
3	Clarifier must have features to minimize exposure to minimum shear forces to prevent generation of friction, which could cause damage to the solids.			
4	Clarifier must have features to minimize heat in the range of 10 – 20°C with cool-able jacket to maintain integrity of biomass.			
5	The clarifier must be a floor model.			
6	Installation and training must be included for clarifier.			

#### Safety

	Specifications	Meets	Does Not Meet	Reference
1	Specifications			
2	The clarifier must be designed and tested to meet the standards and regulations of CE mark and CSA or equivalent.			
3	The clarifier must have built design for emergency stop of operation.			
4	Over-temperature and imbalance indicators must be included in the clarifier.			

#### Power

	Specifications	Meets	Does Not Meet	Reference
1	208 or 575 volts, 3 phase, 60 Hz			

Make and Model Number of Product(s) Offered: \_\_\_\_\_

Bids which do not meet all of the Minimum Specifications listed above will be deemed non-compliant and given no further consideration.

If your literature/specification is not enclosed with your tender at solicitation closing, your literature/specification must be received within five (5) working days of request by the Contracting Authority.

If upon delivery and acceptance, the product is found not to meet the Minimum Performance Specifications, the product will be returned at the Suppliers expense and the Contract terminated for default.

Solicitation No. - N° de l'invitation  
31029-169942/A  
Client Ref. No. - N° de réf. du client  
31029-169942

Amd. No. - N° de la modif.  
File No. - N° du dossier  
EDM-6-39014

Buyer ID - Id de l'acheteur  
EDM100  
CCC No./N° CCC - FMS No./N° VME

## ANNEX "B"

### BASIS OF PAYMENT

-The Firm Unit Prices are FOB destination and include all delivery, off-loading, and installation charges to The National Research Council Canada, 148-111 Research Drive, Saskatoon, SK, S7N 3R2. Invoices to be sent to National Research Council, 110 Gymnasium Place, Saskatoon, SK, S7N 0W9.

- Firm Lot Price does not include GST, however GST will be added as a separate line item to any invoice issued as a result of a Contract.

- The Firm Lot Price for the Installation and Testing include all costs for labour, materials, equipment, tools, travel/meals/lodging, and supervision necessary to provide the work.

- All prices are in Canadian dollars.

Item	Description	Qty.	Firm Unit Price	Extended Price
1	Supply, delivery, and install of one Centrifuge/Separator in compliance with the Minimum Performance Specifications and the requirement outlined in Annex A;	1 Lot	\$_____/lot	\$_____
2	Following the complete on-site installation, testing of the System and training as outlined in Annex A;	1 Lot	\$_____/lot	\$_____
Total Assessed Bid Price:				\$_____

Solicitation No. - N° de l'invitation  
31029-169942/A  
Client Ref. No. - N° de réf. du client  
31029-169942

Amd. No. - N° de la modif.  
File No. - N° du dossier  
EDM-6-39014

Buyer ID - Id de l'acheteur  
EDM100  
CCC No./N° CCC - FMS No./N° VME

---

**ANNEX “C” to PART 3 OF THE BID SOLICITATION  
ELECTRONIC PAYMENT INSTRUMENTS**

The Bidder accepts any of the following Electronic Payment Instrument(s):

- ( ) 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)