



**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**  
Electrical & Electronics Products Division  
11 Laurier St./11, rue Laurier  
7B3, Place du Portage, Phase III  
Gatineau, Québec K1A 0S5

<b>Title - Sujet</b> Mobile Racking for Weapons	
<b>Solicitation No. - N° de l'invitation</b> 5P300-150923/A	<b>Date</b> 2016-07-18
<b>Client Reference No. - N° de référence du client</b> 5P300-150923	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HN-460-71263	
<b>File No. - N° de dossier</b> hn460.5P300-150923	<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 2016-08-29</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<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> Guertin, Benoit	<b>Buyer Id - Id de l'acheteur</b> hn460
<b>Telephone No. - N° de téléphone</b> (819) 420-0331 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**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>	

Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

## **TABLE OF CONTENTS**

### **PART 1 - GENERAL INFORMATION**

1. Security Requirement
2. Statement of Work
3. Debriefings
4. Trade Agreements

### **PART 2 - BIDDER INSTRUCTIONS**

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Enquiries - Bid Solicitation
4. Applicable Laws

### **PART 3 - BID PREPARATION INSTRUCTIONS**

1. Bid Preparation Instructions

### **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

1. Evaluation Procedures
2. Basis of Selection

### **PART 5 - CERTIFICATIONS**

1. Certifications required with the Bid
2. Certifications Precedent to Contract Award and Additional Information

### **PART 6 - RESULTING CONTRACT CLAUSES**

1. Security Requirement
2. Statement of Work
3. Standard Clauses and Conditions
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
8. Certifications
9. Applicable Laws
10. Priority of Documents
11. SACC Manual Clauses (Delivery)

### **List of Annexes:**

Annex A Statement of Work

Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

## PART 1 - GENERAL INFORMATION

### 1. Security Requirement

There is no security requirement associated with the requirement.

### 2. Statement of Work

The contractor must provide the goods and/or services in accordance with the technical requirements and in the quantities stated in Annex "A".

#### 2.1 Delivery Requirement

Delivery and installation is requested to be completed by August 31, 2016

### 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.

### 4. Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT), Canada FTAs with Peru/ Columbia/ Panama.

## PART 2 - BIDDER INSTRUCTIONS

### 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) (<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.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: ninety (90) calendar days

#### 1.1 SACC Manual Clauses

SACC Reference	Section	Date
<a href="#">A9033T</a>	Financial Capability	2012-07-16
<a href="#">B1000T</a>	Condition of Material	2014-06-26

Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

## **2. Submission of Bids**

Bids must be submitted ONLY TO THE BID RECEIVING UNIT by the date, time and place indicated on page 1 of the bid solicitation. Do not send proposal directly to the Contracting Officer. Email proposals are not accepted.

PWGSC Bids Receiving Unit

11 Laurier Street, Place du Portage, Phase 3, Core 0B2, Gatineau, Québec, K1A 0S5

Tel.: 819-956-3366 Fax: 819-997-9776

## **3. Enquiries - Bid Solicitation**

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 is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

## **4. Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

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**

### **1. Bid Preparation Instructions**

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

- Section I: Technical Bid (2 copies)
- Section II: Financial Bid (1 copy)
- Section III: Certifications (1 copy)
- Section IV: Additional Information (1 copy)

Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

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 are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or 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.

### **1.1 Technical Documentation**

Technical/descriptive literature **MUST** be submitted as part of the technical offer prior to the closing date. Simply stating a compliancy is insufficient. Offerors **MUST** present a clearly organized, printed (i.e., not handwritten) proposal that includes all necessary technical and descriptive information, in order to clearly demonstrate their compliancy to all items presented in the Statement of Work at Annex "A".

### **1.2 Improvement of Requirement During Solicitation Period**

Should offerors consider that the specifications or Statement of Work contained in the solicitation could be improved technically or technologically, offerors are invited to make suggestions, in writing, to the Standing Offer Authority named in the solicitation. Offerors must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Standing Offer Authority at least ten (10) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

## **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.

### 1.3 Exchange Rate Fluctuation Risk Mitigation

1. The Bidder may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Bidder claims for an exchange rate adjustment, this request must be clearly indicated in the bid at time of bidding. The Bidder must submit form PWGSC-TPSGC 450, Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.
2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
4. At time of bidding, the Bidder must complete columns (1) to (4) on form PWGSC-TPSGC 450, for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Bidder will not be accepted for the purposes of this exchange rate fluctuation provision.

### Section III: Certifications

Bidders must submit the certifications required under Part 5.

### Section IV: Additional Information

#### 1.4 Delivery Offered

While delivery is requested as indicated above, the best delivery that could be offered is\_\_\_\_\_.

#### 1.5 Contractor Representatives

Name and telephone number of the person responsible for:

##### General enquiries

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail: \_\_\_\_\_

##### Delivery follow-up

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail: \_\_\_\_\_

(End of page)

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **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.

#### **Evaluation Criteria**

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

##### **1.1 Mandatory Technical Criteria**

The following Mandatory requirements must be submitted with the bid for evaluation

- Technical compliance (description of items in Annex "A");
- Attend the site visit, which will take place at **2630 Sheffield rd. Ottawa, on August 10, 2016 @ 10h.**  
Vendors are to register with the contracting authority (see Part 6, 5.1) at the latest 2 days prior to the site visit.

##### **1.2 Financial Evaluation**

The following Mandatory factors will be taken into consideration in the evaluation of each offer: \* Compliance with Pricing Basis;

The Offer price will be determined by processing items in Annex "A" as follows:

\* Sum of all items total price (unit price x qty.);

##### **1.3 Pricing Basis**

The bidder must quote firm lot prices in Canadian dollars, DDP Delivered Duty Paid (destination), Applicable Taxes extra, as applicable. Freight charges to destination and all applicable Custom duties and Excise taxes must be included.

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

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Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

## **PART 5 - CERTIFICATIONS**

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.

### **1 Certifications required with the Bid**

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

#### **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>), the Bidder must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

### **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.

#### **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>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

#### **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 available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)).



Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

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.

### 2.3 General Environmental Criteria Certification

The Bidder must select and complete one of the following two certification statements.

a) The Bidder certifies that the Bidder is registered or meets ISO 14001.

—

\_\_\_\_\_  
Bidders' Authorized Representative Signature

\_\_\_\_\_  
Date

OR

b) The Bidder certifies that the Bidder meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

Green Practices within the Bidders' organization	Insert a checkmark for each criterion that is met
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

\_\_\_\_\_  
Bidders' Authorized Representative Signature

\_\_\_\_\_  
Date

Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

## PART 6 - RESULTING CONTRACT CLAUSES

### 1. Security Requirement

There is no security requirement associated with the requirement.

### 2. Statement of Work

The contractor must provide the goods and/or services in accordance with the technical requirements and in the quantities stated in Annex "A".

#### 2.1 SACC Manual Clauses

SACC Reference	Section	Date
<a href="#">B1501C</a>	Electrical Equipment	2006-06-16
<a href="#">B7500C</a>	Excess Goods	2006-06-16

### 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.

#### 3.1 General Conditions

[2010A](#) (2015-09-03), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

### 4. Term of Contract - Delivery Date

All the deliverables and installation must be completed on or before \_\_\_\_\_ (Delivery as offered and as accepted will be inserted at contract award).

### 5. Authorities

#### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Benoit Guertin – Supply Specialist  
Public Works and Government Services Canada - Acquisitions Branch  
Logistics, Electrical, Fuel and Transportation Directorate - "HN" Division  
7B3, Place du Portage, Phase III, 11 Laurier Street, Gatineau, QC, K1A 0S5  
Telephone: (819) 420-0331  
E-mail address: [benoit.guertin@pwgsc-tpsgc.gc.ca](mailto:benoit.guertin@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.

Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

## **5.2 Project Authority (will be inserted at contract)**

The Project Authority for the Contract is:

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail: \_\_\_\_\_

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.

## **5.3 Contractor's Representative**

Name and telephone number of the person responsible for:

### **General enquiries**

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail: \_\_\_\_\_

### **Delivery follow-up**

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail: \_\_\_\_\_

## **6. Payment**

### **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 the contract for a cost of \$ \_\_\_\_\_ (insert the amount 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.

### **6.2 Limitation of Price**

SACC Manual clause [C6000C](#) (2011-05-16) Limitation of Price

### **6.3 Single Payment**

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

### **6.4 Insurance**

SACC Manual clause [G1005C](#) (2008-05-12) Insurance

## 6.5 Exchange Rate Fluctuation Adjustment

1. The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.

2. For each line item where a FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the exchange rate fluctuation amount is determined in accordance with the provision of this clause.

3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provisions in the contract. The exchange rate adjustment amount will be calculated in accordance with the following formula:  $\text{Adjustment} = \text{FCC} \times \text{Qty} \times (i_1 - i_0) / i_0$

where formula variables correspond to:

- FCC: Foreign Currency Component (per unit)
- $i_0$ : Initial exchange rate (CAN\$ per unit of foreign currency [e.g. US\$1])
- $i_1$ : exchange rate for adjustments (CAN\$ per unit of foreign currency [e.g. US\$1])
- Qty: quantity of units

4. The initial exchange rate is typically set as the noon rate as published by the Bank of Canada on the solicitation closing date.

5. For goods, the exchange rate for adjustment will be the noon rate as published by the Bank of Canada on the date the goods were delivered. For services, the exchange rate for adjustment will be the noon rate on the last business day of the month for which the services were performed. For advance payments, the exchange rate for adjustment will be the noon rate on the date the payment was due. The most recent noon rate will be used for non-business days.

6. The Contractor must indicate the total exchange rate adjustment amount (either upward, downward or no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form PWGSC-TPSGC 450, Claim for Exchange Rate Adjustments.

7. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form PWGSC-TPSGC 450 (i.e.  $[i_1 - i_0] / i_0$ ).

8. Canada reserves the right to audit any revision to costs and prices under this clause.

Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

## 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.

## 8. Certifications - Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation 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.

## 9. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_. *(Insert the name of the province or territory as specified by the Bidder in its bid, if applicable)*

## 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. [2010A](#) (2016-04-04) General Conditions – Goods et services (Medium Complexity);
- c. Annex A, Statement of Work
- d. the Contractor's bid dated \_\_\_\_\_ *(insert date of bid)*

## 11. SACC Manual Clauses (Delivery)

SACC Reference	Section	Date
<a href="#">D2000C</a>	Marking	2007-11-30
<a href="#">D2001C</a>	Labelling	2007-11-30
<a href="#">D9002C</a>	Incomplete Assemblies	2007-11-30

### 11.1 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered Duty Paid –DDP– (insert the named place of destination) Incoterms 2000 for shipments from a commercial contractor.

## **Annex "A" – Statement of work**

### **1 Objective:**

The objective is to purchase secure storage cabinets that are required to store Parks Canada's historic weapons collection, including firearms, bayonets, swords and scabbards.

### **2 Background:**

Considering the upcoming consolidation of all Park's Canada warehouses, the Parks Canada Agency (PCA) will need to store nearly 1500 historic firearms and weapons. These historic firearms and weapons require to be stored in a safe mobile museum quality cabinet in order to preserve them.

### **3 Specifications:**

These specifications listed below are intended to cover the complete installation of a mechanical assist storage system:

#### **3.1 Dimension:** (Tolerance +/- 2 inches)

5 double faced moveable carriages	24" D x 12' L x 2 openings
1 single faced fixed platform	24" D x 12' L x 2 openings
1 double faced fixed	30" D x 12' L x 6 drawers

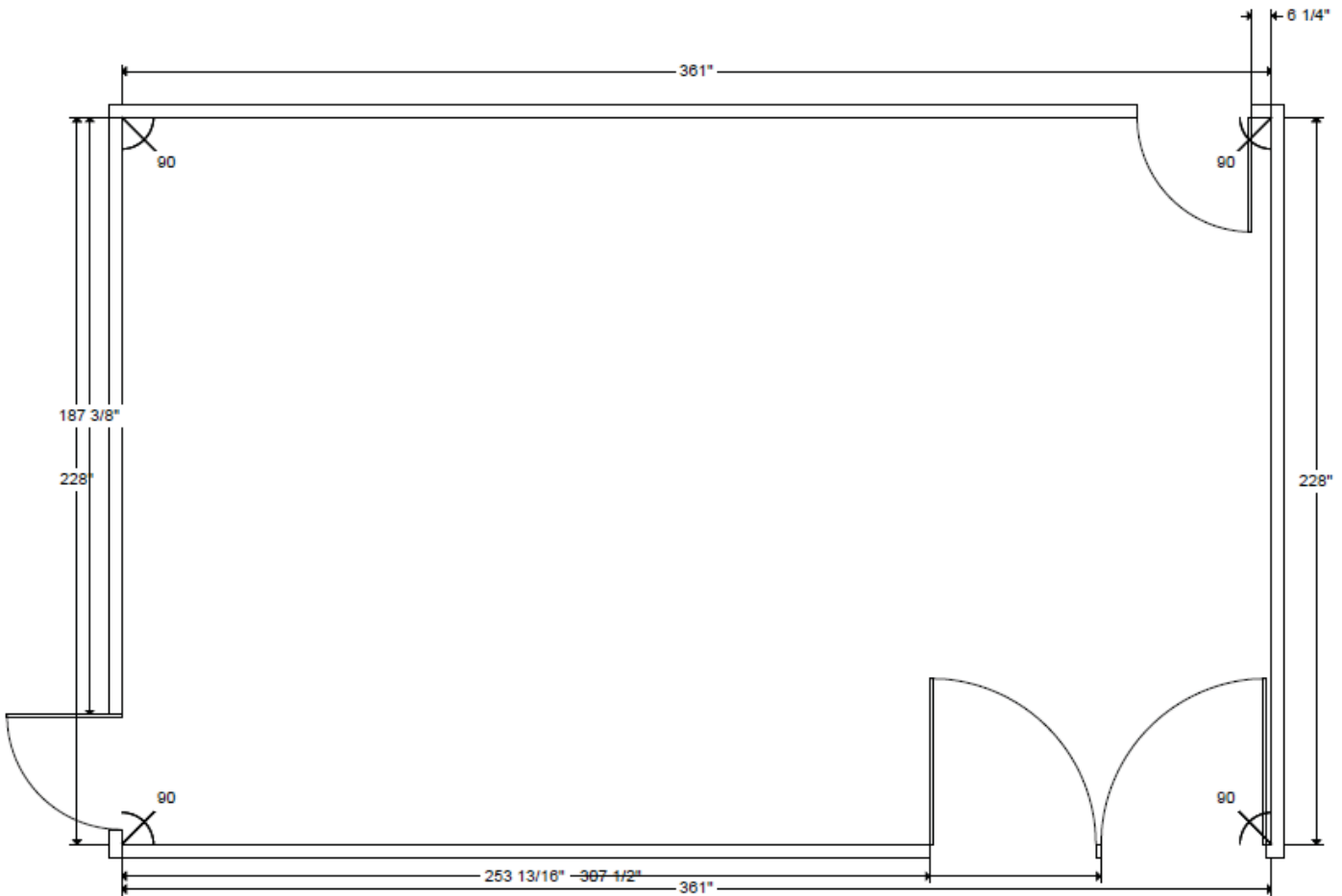
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Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

Please review the plan along with current dimension of the room below:



**3.2 Rail:** Rail assembly shall have interlocking splice and levelling plates maximum 20" outside center with levelling screw adjustability and be permanently anchored to the floor. All rail splice joints shall have interlocking braces and bolted splice plates, which provide permanent horizontal and vertical rail alignment. Rail guidance gaps shall be 1/2" or less. All rail assemblies shall be fully grouted with a non-shrink hydraulic cement type grout with an 8000 lbs. pound per square inch (p.s.i). strength after curing.

**3.3 Carriage:** Carriage shall be welded, uniframe assemblies constructed of minimum 12 gauge steel with main supporting structural face sections 5 3/4 inches high with two reinforcing flanges running the full length of the carriage. Main supporting structural face sections shall provide a 3/4-inch shelf mounting recess for positive shelving alignment and attachment. Wheel support sections shall be single piece, minimum 12 gauge steel and shall be welded between the main support face sections, one per rail assembly. A minimum of two carriage face panel supports shall be provided for each face panel to fully support its weight and provide positive alignment. Carriage face sections shall provide a smooth clean appearance without any exposed assembly holes or protruding hardware. Stationary

platforms, as shown on drawing, shall be of the same construction and height as the moveable carriages, and shall be anchored to the rails. Carriage to be capable of supporting a minimum load of **1000 pounds** per carriage foot length.

**3.4 Wheel and drive:** All wheels are to be equipped with two permanently shielded bearing assemblies. Wheel to be hardened. **Minimum of 5" diameter** for all drive wheels. Provide spacers at both sides of wheel bearings to eliminate all friction between wheels and carriage.

**3.5 Raise floor:** Provide **3/4" plywood floor** panels (unfinished), to raise finished floor flush to top of track. Provide a ramp of same material as floor at front of assembly. Ramp shall not extend past the front of the units into the main access aisle.

**3.6 Shelving and uprights:** All shelving sections are to be premium quality - four posts with **closed uprights, 48" wide and 12" & 18" deep** shelves as specified in the drawings. Overall height of shelving is to be **109"**. The overall height of the system shall be **116"** in height from existing floor including carriage and each shelving section to be **2 openings**, complete with **Museum style barrel and pistol supports, and to be complete with canopy tops**.

Shelves shall be formed of 22-gauge cold rolled steel with flanges on all four sides. Front and rear flanges shall also be turned in and up. Shelves to be adjustable on 1 1/2" centres vertically. Shelves to be supported front and back by shelf supports of 14-gauge minimum hot rolled steel. Full depth shelves shall have mounting holes for attachment of a centre stop. Height of shelf including supports shall be 3/4" using standard shelf support.

Uprights shall consist of 18 gauge cold steel formed into eight 2" with "T" shape common post or a 1" wide-angle shape end post. Keyhole shaped slots are placed on 1 1/2" centres vertically on the inner face of the posts. Uprights shall have 24 gauge closure panels between the posts and flush with the outer edges of upright. All uprights have a stiffening channel formed along the vertical centre line of the closure panel.

### **3.7 Face Panel:**

All exposed front ends to have low pressure laminate (laminate to be .050 thick) panels (colour selected from manufacturer's standards) core 3/4" - 45-pound density: particleboard. Edges to be black plastic "T" moulding. Provide cardholders and all necessary hardware for a complete installation.

## **4 Operation:**

**4.1 Mechanical Assist Operation:** Each moveable unit shall be equipped with three-spoke handle, with rotating knob, which transmits power through a direct drive to all drive wheels. **One pound of effort on the handle shall move minimum of 4,000-lbs.** carriage weight and a maximum of 6.8 turns shall open a 36" aisle. Provide an adjustable chain tensioner accessible from the front of the panel without its removal.



Solicitation No. - N° de l'invitation  
5P300-150923/A  
Client Ref. No. - N° de réf. du client  
5P300-150923

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hn460. 5P300-150923

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No./N° VME

**4.2 Carriage Finish:** All carriage frame components shall be finished with an average 1.0 mm thick powder coat paint from manufacturer's standard colours.

**4.3 Safety Features:** Provide one safety-locking pin on each moveable carriage.

**5 Site Preparation (responsibility of customer):**

The following will be the responsibility of the customer:

1. To ensure that the area where the system is to be installed is completely clear of all material.
2. Adequate space is available to store the system components during installation.
3. To ensure that the existing floors are structurally sound as to provide adequate support to ensure a high degree of system performance.
4. To remove any existing carpet in the area that the system is to be installed and to reinstall the carpet on the installed raised wooden floor and ramp.

**6 Service Capability:**

1. Supplier must offer services on a base of seven days a week for both local service calls and parts service.
2. Supplier must schedule and install the carriage.

**7 Certification required:**

1. Antimicrobial powder coat
2. Indoor Air quality certification

**FIRM LOT PRICE: \$**\_\_\_\_\_