



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Travaux publics et Services gouvernementaux
Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7 ième étage
Montréal
Québec
H5A 1L6
FAX pour soumissions: (514) 496-3822

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

Travaux publics et Services gouvernementaux Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7 ième étage
Montréal
Québec
H5A 1L6

Title - Sujet Lyophilisateur grande capacité	
Solicitation No. - N° de l'invitation 01755-170202/A	Date 2016-08-05
Client Reference No. - N° de référence du client 01755-17-0202	
GETS Reference No. - N° de référence de SEAG PW-\$MTA-160-13984	
File No. - N° de dossier MTA-6-39096 (160)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-09-19	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Asquino, Carolina	Buyer Id - Id de l'acheteur mta160
Telephone No. - N° de téléphone (514) 496-3549 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: AGRICULTURE ET AGROALIMENTAIRE CANADA CDRS - SHERBROOKE 2000, RUE COLLEGE SHERBROOKE Québec J1M0C8 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There are no security requirements applicable to this requirement.

1.2 Requirement

The requirement is detailed under Annex A of the resulting contract clauses.

1.3 Comprehensive Land Claims Agreement(s)

Not applicable

1.4 Set-aside Under the Federal Government Procurement Strategy for Aboriginal Business (PSAB)

Not applicable

1.5 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.

1.6 National Security Exception

Not applicable

1.7 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT)."

1.8 Canadian Content

Not applicable

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.

2.1.1 SACC Manual Clauses

B1000T (2014-06-26) Condition of Material - Bid

2.2 Submission of Bids

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

Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

2.3 Former Public Servant

Not applicable

2.4 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 question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.5 Applicable Laws

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

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 (3 hard copies)
Section II: Financial Bid (1 hard copies)
Section III: Certifications (1 hard copies)

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. Bidders will be evaluated as per the table of mandatory technical criteria in **Annex C - Mandatory Technical Criteria Table**.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with **Annex B - 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 "D" Electronic Payment Instruments, to identify which ones are accepted.

If Annex "D" 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

The bidder must offer products meeting all the technical specifications and components described in Annex A. Bids will be evaluated on the mandatory technical requirements of Annex C.

The bidder must clearly demonstrate how the products offered meet all the mandatory technical criteria in Annex C. The mere mention that it meets the criteria is not enough. The bidder must provide sufficient detail to enable a full assessment.

Any proposal that does not clearly demonstrate compliance with each of the technical requirements listed in the table "Mandatory Technical Criteria" (Annex C), will be considered non-responsive.

Only proposals that meet the mandatory criteria will be subject to financial evaluation. Bids that do not meet these conditions will be rejected.

4.1.2 Financial Evaluation

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

The Bidder must complete and include with its proposal **Annex B - Basis of Payment**. If a field is empty, the price will be considered \$ 0.

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria

SACC Manual Clause [A0031T](#) (2010-08-16), Basis of Selection - Mandatory Technical Criteria

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

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 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).

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.

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 the "Requirement" at Annex "A".

6.3 Standard Clauses and Conditions

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

6.3.2 Supplemental General Conditions

[4001](#) (2015-04-01), Hardware Purchase, Lease and Maintenance apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract award to June 30, 2017 inclusive.

6.4.2 Delivery Date

All the deliverables must be received and installed on or before March 31, 2017.

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point specified on the cover page of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Carolina Asquino
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch -Quebec Region
800 de la Gauchetière Street West, Suite 7300, Montreal (Quebec), H5A 1L6

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Telephone: 514-496-3549
Facsimile: 514-496-3822
E-mail address: Carolina.Asquino@tpsgc-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.

6.5.2 Project Authority *(To be completed by Canada at contract award)*

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.

6.5.3 Contractor's Representative

The Contractor's Representative for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Proactive Disclosure of Contracts with Former Public Servants

Not applicable

6.7 Payment

6.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price as specified in Annex B" for a cost of \$ _____. 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.

6.7.2 Limitation of Price

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

6.7.3 Single Payment

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

6.7.4 SACC Manual Clauses

C2000C (2007-11-30), Taxes - Foreign-based Contractor

C2605C (2008-05-12), Canadian Customs Duties and Sales Tax - Foreign-based Contractor

6.7.5 Electronic Payment of Invoices – Contract

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

- a. Direct Deposit (Domestic and International).

6.8 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.

6.9 Certifications and Additional Information

6.9.1 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.

6.10 Applicable Laws

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

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6.11 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 supplemental general conditions 4001 (2015-04-01), Hardware Purchase, Lease and Maintenance;
- (c) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment
- (f) the Contractor's bid dated _____.

6.12 SACC Manual Clauses

B1501C (2006-06-16), Electrical Equipment
B7500C (2006-06-16), Excess Goods
D0018C (2007-11-30), Delivery and Unloading
G1005C (2016-01-28), Insurance - No Specific Requirement

ANNEX "A" REQUIREMENT

Technical characteristics for freeze dryer

The equipment to provide is a pilot scale freeze dryer meeting the design standards for food processing and aimed at processing bulk liquid or solid products. The desired product is a floor model.

1. Construction:

- a. Material
 - i. Product and condenser chambers: stainless steel 304L or 316L.
 - ii. Shelves and trays: stainless steel 304L or 316L.
 - iii. Accessibility for cleaning the product and condenser chambers.
- b. Design characteristics
 - i. Condensers capacity: between 45 to 60 liters
 - ii. Total surface of shelves: between 20 to 30 square feet.
 - iii. Minimal inter shelves spacing: 2.25 inch minimum.
 - iv. Operation temperature range for shelves: -55 to 65 ° C
 - v. Condensers minimum temperature: -80 °C
 - vi. Possibility to install a minimum of 4 temperature sensors in the product room (thermocouples). Thermocouples to be included with the equipment
 - vii. Vacuum time to 100 mTorr: 20 minutes or less
 - viii. Maximum vacuum to system : Less than 50 mTorr
 - ix. Vacuum sensor
- c. Required services
 - i. Power supply: 208V / 3 phases.

2. Control:

- a. Ability to program a minimum of 6 steps of freezing.
- b. Ability to program a minimum of 6 heating steps.
- c. Ability to program a minimum of 6 levels of pressure.
- d. Ability to save a minimum of 20 programmed cycle.
- e. Ability to operate manually (Manual control
of condenser temperature, tablets temperature and vacuum level)
- f. Data Acquisition capacity

Installation

Installation must be performed on site and be provided by a qualified technician in maintenance and repair. Installation must take place from Monday to Friday between 8:30 am and 4:30 pm, except holidays.

Training

On-site training in French must be ensured to at most 4 users. All costs related to the on-site training must be included in the price.

Manuals

A full set of user guides, in French and in English, must be provided upon delivery.

Last Software Upgrades

The Contractor must provide all updates and new versions of software to the purchaser for a period of at least one (1) year after the start-up of the machine, without additional costs.

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ANNEX "B"

BASIS OF PAYMENT

Note to Suppliers:

1. Firm prices, all inclusive, DDP destination, are required for all items in the table below.
2. All prices must include customs duties and Canadian excise taxes, if any.
3. Applicable taxes are additional for all items.

Brand: _____

Model #: _____

Warranty Information: _____

No.	Description	Price (\$)
1	Freeze dryer according to specification in Annex A	
2	Delivery and installation	
3	Training (all costs must be included in the price.)	
4	User guides in French and in English	
5	All updates and new versions of software for a year	No charge
Total before taxes		

ANNEX "C" MANDATORY TECHNICAL CRITERIA TABLE

The bidder must include with its proposal technical datasheets of the products offered. A "Technical datasheet" is defined as a document, such as a brochure, technical document, a drawing, a test report. This document must provide detailed information for each specification and performance requirement.

The bidder must clearly demonstrate how the products offered meet each of the mandatory technical criteria. Merely mentioning that it meets the criteria is not enough. The bidder must provide sufficient detail to enable a full assessment.

Any proposal that does not clearly demonstrate compliance with each of the technical requirements listed in the table "Mandatory Technical Criteria" detailed below, will be considered non-responsive and its proposal will be rejected.

No.	Mandatory Technical Criteria	To assist the evaluation, please indicate the reference in your proposal
1.	Construction :	
a.	Material	
i.	Product and condenser chambers: stainless steel 304L or 316L.	
ii.	Shelves and trays: stainless steel 304L or 316L	
iii.	Accessibility for cleaning the product and condenser chambers	
b.	Design characteristics	
i.	Condensers capacity: between 45 to 60 liters	
ii.	Total surface of shelves: between 20 to 30 square feet.	
iii.	Minimal inter shelves spacing: 2.25 inch minimum.	
iv.	Operation temperature range for shelves: -55 to 65 ° C	
v.	Condensers minimum temperature: -80 °C	
vi.	Possibility to install a minimum of 4 temperature sensors in the product room (thermocouples). Thermocouples to be included with the equipment	
vii.	Vacuum time to 100 mTorr: 20 minutes or less	
viii.	Maximum vacuum to system : Less than 50 mTorr	
ix.	Vacuum sensor	
c.	Required Services	
i.	Power supply: 208V / 3 phases.	
2.	Control :	
a	Ability to program a minimum of 6 steps of freezing.	
b	Ability to program a minimum of 6 heating steps.	
c	Ability to program a minimum of 6 levels of pressure	
d	Ability to save a minimum of 20 programmed cycle.	
e	Ability to operate manually (Manual control of condenser temperature, tablets temperature and vacuum level)	
f	Data Acquisition capacity	

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ANNEX “D” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

() Direct Deposit (Domestic and International)