



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government**  
**Services Canada/Réception des soumissions**  
**Travaux publics et Services gouvernementaux**  
**Canada**  
**1713 Bedford Row**  
**Halifax, N.S./Halifax, (N.É.)**  
**B3J 1T3**  
**Nova Scotia**  
**Bid Fax: (902) 496-5016**

## 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**

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 3C9  
Nova Scot

<b>Title - Sujet</b> Valve Refacing Machine	
<b>Solicitation No. - N° de l'invitation</b> W355B-171541/A	<b>Date</b> 2016-10-19
<b>Client Reference No. - N° de référence du client</b> W355B-17-1541	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-309-9957	
<b>File No. - N° de dossier</b> HAL-6-77105 (309)	<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 2016-11-29</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Standard Time AST
<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> MacNeil, Blaine A.	<b>Buyer Id - Id de l'acheteur</b> hal309
<b>Telephone No. - N° de téléphone</b> (902) 496-5180 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE BLDG D200 DR 13 7HD HALIFAX NOVA SCOTIA B3K5X5 Canada	

**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>

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

#### **1. Security Requirement**

- 1.1 At the date of bid closing, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
  - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
  - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- 1.2 Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
- 1.3 For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

## **2. Requirement**

Fleet Maintenance Facility Cape Scott (FMFCS) have a requirement for the supply and delivery of one (1) New Internal Combustion Engine (ICE) Valve Re-facing Machine to be used in the ICE Shop to refinish diesel and gas engine valves that are used on marine vessels.

The Department of National Defense reserves the right to verify that all of the mandatory specifications are met prior to the award of contract. This verification shall be technical information from the manufacturers' submitted brochure.

Specifications found not to meet this requirement will result in a non-compliant bid, and if found after contract award may result in termination of contract.

Only new and undamaged equipment will be accepted.

See Annex A for detailed requirement.

## **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.

## **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>) 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. 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.

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

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) 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 Nova Scotia.

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 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement [process Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

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

#### Section I: Technical Bid

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.

#### Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment (line item detail p. 2). The total amount of Applicable Taxes must be shown separately.

#### Section III: Certifications

Bidders must submit the certifications required under Part 5.

### **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.

##### **1.1 Technical Evaluation**

The technical evaluation will be used for Canada to assess whether the mandatory requirements are met using the information provided with a bid. The bidder is responsible for submitting sufficient, clearly understandable information demonstrating that the bid meets the obligations set forth in this tender.

- Bidders must submit technical equipment documentation (i.e. technical manuals, brochures, etc.)

Canada reserves the right, but is under no obligation to clarify any information or compliance with a mandatory requirement with a bidder.

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

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes 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 will be recommended for award of a contract.

## **PART 5 - CERTIFICATIONS**

Bidders must provide the required certifications and associated 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 in carrying out any of its obligations under the Contract, 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 may render the bid non-responsive or constitute a default under the Contract.

### **5.1. Certification Required With the Bid**

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

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

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

### **5.2. Certifications Precedent to Contract Award**

The certifications listed below should be completed and submitted with the bid, but may be submitted afterwards. If any of these required certifications 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 comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

#### **5.2.1 Integrity Provisions – List of Names**

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

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

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

#### **5.2.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](#)" 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.

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

### **1. Security Requirement**

1. The Contractor/Offeree must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Services and Procurement Canada (PSPC).
2. The Contractor/Offeree personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PSPC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PSPC.
4. The Contractor/Offeree must comply with the provisions of the:
  - a) Security Requirements Check List and security guide (if applicable), attached at Annex B;
  - b) Industrial Security Manual (Latest Edition).

### **2. Requirement**

The Contractor agrees to deliver the items and perform the work detailed in Annex A, Statement of Requirement.

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

### **4. Delivery**

#### **4.1 Delivery Date**

Delivery is mandatory by 31 March 2017.

#### **4.2 Delivery Terms**

Delivery is to be completed at the location:

FMF Cape Scott HMC Dockyard

Maritime Forces Atlantic  
Building D200, Door 13  
Halifax, NS B3K 5X5  
Canada

## **5. Authorities**

### **5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Blaine MacNeil  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Address: 1713 Bedford Row, Halifax, Nova Scotia, B3J 3C9

Telephone: 902-496-5180  
Facsimile: 902-496-5016  
E-mail address: blaine.macneil@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.

### **5.2 Project Authority (named upon award of contract)**

The Project Authority for the Contract is:

Name:  
Title:  
Organization:  
Address:

Telephone

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:  
Organization:  
Telephone:  
Facsimile:  
E-mail Address:

## **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 price as specified on page 2 of this document. 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

## **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.

## **8. Certifications**

### **8.1 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.

### **8.2 Federal Contractors Program for Employment Equity - Default by the Contractor**

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and HRSDC-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by HRSDC will constitute the Contractor in default as per the terms of the Contract.

## **9. Applicable Laws**

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

## **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);
- (c) Annex A, Statement of Requirement;
- (d) the Contractor's bid dated \_\_\_\_\_ and any applicable amendments



## Annex A

### Statement of Requirement

Fleet Maintenance Facility Cape Scott (FMFCS) have a requirement for the supply and delivery of one (1) New Internal Combustion Engine (ICE) Valve Re-facing Machine to be used in the ICE Shop to refinish diesel and gas engine valves that are used on marine vessels.

The Department of National Defense reserves the right to verify that all of the mandatory specifications are met prior to the award of contract.

Specifications found not to meet this requirement will result in a non-compliant bid, and if found after contract award may result in termination of contract.

Only new and undamaged equipment will be accepted.

Mandatory Minimum Specifications: (All dimensions are in Imperial units of measure unless otherwise specified.)

#### 1.0.) Machine specifications:

##### 1.1.) Valve grinding capacity:

- |  |                     |
|--|---------------------|
| a.) Stem Diameter (dia.), minimum (min.) | 0.157 inches (in.), |
| b.) Stem dia., maximum (max.)            | 0.5625 in.,         |
| c.) Stem length, min.                    | 3.375 in.,          |
| c.) Stem runout, max.                    | 0.0002 in. @ chuck, |
| d.) Valve head dia., min.                | 0.750 in.,          |
| e.) Valve head dia., max.                | 4.0 in.;            |

##### 1.2.) Adjustable swivel plate, Adjustment 1 degree (deg.) increments from 13 deg. to 62 deg.

##### 1.3.) Valve chuck, variable speed, Revolutions Per Minute: (rpm):

- |                     |                        |
|---------------------|------------------------|
| a.) Min.            | 100 rpm,               |
| b.) Max.            | 300 rpm,               |
| c.) Horsepower (hp) | one twelfth (1/12) hp. |

##### 1.4.) Grinding spindle speed, max.

- |                |           |
|----------------|-----------|
| a.) Horsepower | 3450 rpm, |
|                | 0.5 hp.   |

##### 1.5.) Valve face grinding wheel, Qty. one (1):

- |           |   |
|-----------|---|
| a.) Size  | 7.0 in. diameter (dia.),<br>1 in. thick,<br>7/8 in. hole, |
| b.) Shape | offset,   |
| c.) Type  | general purpose,  |
| d.) Grit  | 90.   |

##### 1.6.) Valve stem butt grinding wheel, Qty. one (1)

- |           |  |
|-----------|--|
| a.) Size  | 3 in. Diameter,<br>1-1/4 in. Thick,<br>5/8 in. hole, |
| b.) Shape | Straight Cup,  |
| c.) Type  | General Purpose,                                     |

b.) Grit 70.

1.7.) Machine dimensions, max.:

- a.) length..... 37 inches (in.),
- b.) width..... 22 in.,
- c.) Height..... 16 in.

## 2.0. Electrical Requirement:

The Valve Re-facing Machine must be fully wired for building power of 115Volts, 60Hertz, single phase.

### 3.0.) Standard Tooling:

3.1.) Hex wrench, 1/8 in. Quantity (Qty.) one (1),

3.2.) Hex wrench, 5/32 in. Qty. one (1),

3.3.) Hex wrench, 3/16 in. Qty. one (1),

3.4.) Chuck, self-aligning six-ball high performance. Qty. one (1)

3.5.) Chuck assembly tool Qty. one (1),

3.6.) Spanner wrench Qty. one (1),

3.7.) Diamond dressing tool, valve face Qty. one (1),

3.8.) Diamond dressing tool, stem butt Qty. one (1),

3.9.) Spindle lock pin Qty. one (1),

3.10.) Rocker arm attachment Qty. one (1),

3.11.) Valve grinding oil 3.78 Litres (L).

### 4.0.) Accessories and consumables:

#### 4.1.)

- a.) 21 Millimeter (mm) chuck Qty. one (1),
- b.) 21 mm chuck yoke assembly Qty. one (1),
- c.) Runout, max 0.0005 in.,
- d.) Stem Diameter (dia.), minimum (min.) 0.4375 in.,
- e.) Stem dia., maximum (max) 0.8125 in.

#### 4.2.) Valve refacer cabinet:

- a.) Length 37 in.,
- b.) Depth 22 in.,
- c.) Height 36 in.

#### 4.3.) Valve face grinding wheel, Qty. one (1):

- a.) Size 7.0 in. diameter (dia.),

- |        |   |  |
|--------|---|--|
|        | b.) Shape<br>c.) Type<br>d.) Grit   | 1 in. thick,<br>7/8 in. hole,<br>offset,<br>general purpose,<br>90.                          |
| 4.4.)  | Valve stem butt grinding wheel, Qty. one (1):<br>a.) Size<br><br>b.) Shape<br>c.) Type.<br>b.) Grit | 3 in. dia.,<br>1-1/4 in. Thick,<br>5/8 in. hole,<br>Straight Cup,<br>General Purpose,<br>70. |
| 4.5.)  | Rocker arm grinding wheel, Qty. one (1):<br>a.) Size<br><br>b.) Shape.<br>c.) Type.<br>b.) Grit     | 3 in. dia.,<br>1-1/4 in. Thick,<br>5/8 in. hole,<br>Straight Cup,<br>Fine,<br>100.           |
| 4.6.)  | Valve grinding oil  | 20 Litres (L).   |
| 4.7.)  | Diamond dressing tool, valve face   | Qty. one (1),  |
| 4.8.)  | Diamond dressing tool, stem butt  | Qty. one (1),  |
| 4.9.)  | Complete set of grinding spindle drive belts  | Qty. one (1) set,  |
| 4.10.) | Chuck spindle motor drive belt  | Qty. one (1).  |

#### 5.0.) MATERIAL AND WORKMANSHIP:

5.1.) SAFETY DEVICES - The machine and its controls shall be equipped with the latest and most efficient devices for the protection of the operator and equipment. Covers, guards and/or other safety devices shall not interfere with the operation of the machine. Safety mechanisms such as limit switches, positive stops, overload protection devices and warning lights shall protect the equipment against overload, over-travel or malfunction of the machine or its components.

5.2.) LUBRICATION - All enclosed, rotating and sliding components shall be adequately lubricated. Each lubrication reservoir, if so equipped, shall be fitted with a sight glass or other means to determine fluid levels.

5.3.) INTERCHANGEABILITY - To provide for replacement of worn parts, all parts bearing the same part number shall be functionally interchangeable and shall be dimensionally identical within specified tolerance limits in use by the manufacturer.

5.4.) CONSTRUCTION - The machine shall be so constructed that when it is installed and connected to power it shall be ready for operation. The machine shall be constructed of new parts which are without defects and free of repairs.

5.5.) CASTING AND FORGING - All castings and forgings shall be free of defects, scale and mismatching. Welding, peening, plugging or filling with metallic paste shall not be used for reclaiming any defective part for use in the machine.

5.6.) WELDING, BRAZING OR SOLDERING - Welding, brazing, or soldering shall be utilized where specified in the machine design. None of these processes shall be used as a repair measure for defective parts.

5.7.) FASTENING DEVICES - All screws, bolts, pins and similar parts shall be installed in such a manner as to prevent any change in tightness. Those subject to removal shall not be swaged, peened, staked or otherwise permanently deformed.

5.8.) SURFACES- All surfaces of casting and forgings, molded parts, stampings and weldments shall be cleaned and free from sand, dirt, sprues, flash, scale, flux and other harmful or extraneous material. External surface edges shall be either rounded or beveled unless sharpness is required to perform a necessary function. Unless as otherwise specified herein, the condition and finish of all surfaces shall be commensurate with the manufacturer's standard commercial practice.

5.9.) PAINTING- All exterior and interior surfaces of the machine and its components which are not otherwise finished and for which a painted surface is suitable shall be prepared and painted with synthetic enamel by the manufacturer using their standard commercial practice. The interior of gear cases, cast-in reservoirs and similar areas shall have an oil resistant surface. All other accessible interior areas shall be coated with a sealed, rust resistant paint.

5.10.) LUBRICATION CHART/PLATE- A lubrication chart or plate shall be securely attached to the machine. The following information shall be contained on this chart or plate:

- a.) Points of lubrication,
- b.) Service interval,
- c.) Type of lubricant,
- d.) Viscosity,
- e.) Lubricant types shall be identified in the machine maintenance manual and be specified by one or more of the following:
  - 1.) Detailed performance specification,
  - 2.) Brand name with a minimum of three (3) manufacturers recommended for each application from any oil company having outlets in Canada.

5.11.) PLATES- All words indicating speed, machine settings and instruction plates shall be written in the English Language, engraved, embossed or stamped in bold face, with a contrasting finish, easily read by the operator.

6.0.) Electrical Certification:

6.1.) The equipment being supplied must be certified by an acceptable Electrical Certification Organization. The following Certification Organizations are acceptable. The electrical control must bear a label from one of these organizations in order to be recognized approved. Identify which Organization shall be used:

- a.) Canadian Standards Association (CSA),
- b.) QPS/Entela,
- c.) Intertek Testing Services,
- d.) Underwriters Laboratories of Canada (ULC),
- e.) Underwriters Laboratories Inc. (UL),

- f.) Met Laboratories Inc. (MET),
- g.) TUV Rheinland of North America,
- h.) Quality Auditing Institute (QAI),
- i.) TUV America Inc.

NOTE: Labels from all Organizations above (with the exception of CSA and ULC), must be accompanied by a small "c" at the eight o'clock position or Canadian Standard number to indicate the product has been certified to the Canadian Standard.

6.2.) Electrical equipment that is not certified by one of the above agencies can only be accepted if the equipment is "field" inspected and labelled by the Canadian Standards Association (CSA), QPS/Entela, Intertek Testing Services, MET Laboratories, TUV America Inc, Underwriters Laboratories of Canada under the Special Inspection Program. This inspection must take place before equipment delivery to FMF Cape Scott and a copy of verification documentation report must accompany the machine with delivery. Identify which Organization shall be used:

- a.) Canadian Standards Association (CSA),
- b.) QPS/Entela,
- c.) Intertek Testing Services,
- d.) Met Laboratories Inc. (MET),
- e.) TUV America Inc.,
- f.) Underwriters Laboratories of Canada (ULC).

7.0.) Documentation Required:

7.1.) Manufacturers original hard copy equipment manuals, Qty. two (2), containing:

- a.) Installation manual,
- b.) Maintenance manual,
- c.) Operating manual,
- e.) Parts list,
- f.) Electrical circuit diagrams,
- g.) Machine accuracies and test documentation,

8.0.) Training:

a.) Operator training must be provided for a minimum of one (1) day (0800 to 1615 hrs.) at our facility in FMFCS, Halifax, Nova Scotia, excluding travel to FMFCS. The dates of this service will be scheduled by DND. This training is to be provided by the equipment manufactures trained technician, Field Service Representative (FSR).

9.0.) WARRANTY:

The equipment shall be guaranteed to be free from manufacturing and operational defects for a minimum period of one (1) year from the date of completed training.

## **Annex B**

### **Security Requirements Check List**

See attachment





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SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

<b>PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE</b>		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction
DND		Fleet Maintenance Facility Cape Scott
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Supplier shall include 1 day (@ 8hrs each) of onsite setup and training as per attached SOW.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>





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**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

☒ No ☐ Yes  
Non Oui

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?

☒ No ☐ Yes  
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

☒ RELIABILITY STATUS  
COTE DE FIABILITÉ

☐ CONFIDENTIAL  
CONFIDENTIEL

☐ SECRET  
SECRET

☐ TOP SECRET  
TRÈS SECRET

☐ TOP SECRET - SIGINT  
TRÈS SECRET - SIGINT

☐ NATO CONFIDENTIAL  
NATO CONFIDENTIEL

☐ NATO SECRET  
NATO SECRET

☐ COSMIC TOP SECRET  
COSMIC TRÈS SECRET

☐ SITE ACCESS  
ACCÈS AUX EMPLACEMENTS

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?

Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☒ No ☐ Yes  
Non Oui

☐ Yes  
Oui

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?

Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes  
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?

Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?

☒ No ☐ Yes  
Non Oui

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?

Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?

☒ No ☐ Yes  
Non Oui

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?

Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes  
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?

Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?

☒ No ☐ Yes  
Non Oui



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**PART C - (continued) / PARTIE C - (suite)**

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL			COSMIC TRÈS SECRET	A	B	C	CONFIDENTIEL	
Information / Assets Renseignements / Biens Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non ☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée  
« Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non ☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée  
« Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).





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**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

**13. Organization Project Authority / Chargé de projet de l'organisme**

Name (print) - Nom (en lettres moulées)

Rodney Graham

Title - Titre

Project Manager - Industrial  
Engineering Division (IED)

Signature

Telephone No. - N° de téléphone

902-427-2066

Facsimile No. - N° de télécopieur

902-427-0237

E-mail address - Adresse courriel

Rodney.Graham@forces.gc.ca

Date

26 July 2016

**14. Organization Security Authority / Responsable de la sécurité de l'organisme**

Name (print) - Nom (en lettres moulées)

**Tippy Graham - DD80 - Industrial Security  
Senior Security Analyst**

Title - Titre

Signature

Telephone No. - N° de téléphone

Tel: 613-996-0283

Facsimile No. - N° de télécopieur

E-mail: tippy.graham@forces.gc.ca

E-mail address - Adresse courriel

Date

04 Aug 2016

**15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?**

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐

No

Non

☒

Yes

Oui

**16. Procurement Officer / Agent d'approvisionnement**

Name (print) - Nom (en lettres moulées)

Paula Melanson

Title - Titre

PWGSC

Signature

Telephone No. - N° de téléphone

902-496-5117

Facsimile No. - N° de télécopieur

902-496-5016

E-mail address - Adresse courriel

paula.melanson@pwgsc-  
tpsgc.gc.ca

Date

**17. Contracting Security Authority / Autorité contractante en matière de sécurité**

Name (print) - Nom (en lettres moulées)

Maria Mendoza

Title - Titre

Contract Security Officer, Contract Security Division

Signature

Maria.Mendoza@tpsgc-pwgsc.gc.ca

Telephone No. - N° de téléphone

Tel/Tel: 613-946-1616 / Fax/Tel: 613-954-4171

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

Sept. 2, 2016