



**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<sup>ème</sup> 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<sup>ème</sup> étage  
Montréal  
Québec  
H5A 1L6

<b>Title - Sujet</b> Vérin mobile	
<b>Solicitation No. - N° de l'invitation</b> W0130-16B008/A	<b>Date</b> 2016-12-01
<b>Client Reference No. - N° de référence du client</b> W0130-16B008	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$MTA-375-14142	
<b>File No. - N° de dossier</b> MTA-6-39131 (375)	<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 2017-01-11</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Heure Avancée de l'Est HAE
<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> Joseph, Marc	<b>Buyer Id - Id de l'acheteur</b> mta375
<b>Telephone No. - N° de téléphone</b> (514) 496-3666 ( )	<b>FAX No. - N° de FAX</b> (514) 496-3822
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> MINISTERE DE LA DEFENSE NATIONALE BLDG 7 SOUTH, 6769 NOTRE-DAME EAST Garnison Longue Pointe A/S: M. Patrick Fortin MONTREAL Québec H1N3R9 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security requirement associated with this Request for proposal (RFP).

### **1.2 Requirement**

The requirement is detailed in Annex "A" Requirement and other documents that are part of this RFP and any resulting contract

### **1.3 Debriefings**

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

### **1.4 Trade Agreements**

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

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## 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) (<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: 60 days**  
**Insert: 90 days**

#### 2.1.1 SACC Manual Clauses

B1000T Condition of material – Bid

2014-06-26

### 2.2 Submission of Bids

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

### 2.3 Enquiries - Bid Solicitation

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

### 2.4 Applicable Laws

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

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## **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 (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 (See Annex A)**

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### **Section II: Financial Bid (See Annex B)**

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 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.

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## **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**

It is mandatory to provide the technical documents / descriptions of the products you offer to allow their technical evaluation. Failure to do this will render the bid non-responsive. You must demonstrate in your Technical offer that your products comply with all mandatory features in Annexes herein.

##### **4.1.1.1 Mandatory Technical Criteria**

1. Compliance with the mandatory technical requirements listed in Annex "C" attached hereto.
2. Acceptance of the conditions in the request for proposal.

#### **4.1.2 Financial Evaluation**

- a) Compliance with the establishment of the proposed price method listed in Annex "B"
- b) Bidders must submit firm prices for the item listed in Annex "B"

The total amount of the bid of Annex "B", Basis of payment will be calculated as follows:

*A firm unit price X quantity = Contract total price*

#### **4.1.3 SACC Manual Clause**

A0220T (2014-06-26) Evaluation of price - Bid

A0222T (2014-06-26) Evaluation of Price – Canadian / Foreign Bidders

### **4.2 Basis of Selection**

A bid must comply with all requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared admissible.

**The responsive bid with the lowest evaluated price it will be recommended for award of a contract.**

## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

### 5.1 Certifications Required with the Bid

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

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), 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 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)).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

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## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

There is no security requirement associated with this Request for proposal (RFP).

### 6.2 Requirement

The requirement is detailed in Annex "A" Requirement and other documents that are part of this RFP and any resulting contract

### 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.

### 6.4 Term of Contract

All the deliverables must be received on or before **March 31<sup>st</sup> 2016 if possible.**

#### 6.4.1 Delivery, Inspection and Acceptation

The "*Technical*" Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

### 6.5 Authorities

#### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

**Name: Marc Joseph**

Title: Procurement Officer

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Quebec Regional Office

Address: 800, de la Gauchetière West, Suite 7300, Montréal, Qc, Canada, H5A 1L6

Telephone: 514-496-3666

Facsimile: 514-496-3822

**E-mail address: [marc.joseph@tpsgc.gc.ca](mailto:marc.joseph@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.



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### 6.5.2 Project Authority (will 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 (To fill in by the Bidder)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

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

## 6.6 Payment

### 6.6.1 Basis of Payment – Firm unit price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a "firm unit price(s)", as specified in the "contract" " 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.

### 6.6.2 Price Limit

SACC Manual Clause  
C6000C

Price Limit

2011/05/16

### 6.6.3 SACC Manual Clauses

C2000C  
H1000C

Taxes-entrepreneur established abroad  
Single Payment

2007/11/30  
2008-05-12

## 6.7 Invoicing Instructions

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

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## **6.8 Certifications and Additional Information**

### **6.8.1 Compliance**

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

### **6.9 Applicable Laws**

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

### **6.10 Priority of Documents**

If there is a discrepancy between the wordings of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2016-04-04);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Mandatory Technical Specifications
- (f) Annex D, Integrity Provisions;
- (g) the Contractor's bid dated \_\_\_\_\_

### **6.11 SACC Manual Clauses**

#### **SACC Manual**

<b>Reference</b>	<b>Section</b>	<b>Date</b>
A2000C	Foreign Nationals (Canadian Contractor)	2006/06/16
A2001C	Foreign Nationals (Foreign Contractor))	2006/06/16
C2000C	Taxes-Foreign based Contractor	2007/11/30
G1005C	Insurance - No Specific Requirement	2016/01/28

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## **ANNEX "A"**

### **REQUIREMENT**

#### **Mobile 2 Column Lift System**

## **Requirement**

### **1. Purpose**

- 1.1 The Department of National Defence wishes to acquire a new two-column mobile lift system for forklift trucks. A ramp system with a minimum lifting capacity of 10,000 lbs must be included with the columns. This system will be used to raise forklifts at 25 Workshop Depot to allow them to be serviced and repaired.
- 1.2 The purpose of this document is to detail the technical requirements.

### **2. TECHNICAL SPECIFICATIONS**

#### **2.1 Lift system**

- 2.1.1 The lift system must have two mobile columns with a minimum capacity of 18,000 pounds per column for a total minimum capacity of 36,000 pounds.
- 2.1.2 The columns must be powered by batteries of 12 or 24 volts. They must be fitted with a charging system operating at 110 volts.
- 2.1.3 The columns must be connected by a wireless link
- 2.1.4 The lifting forks must take tires measuring from 14 to 22.5 inches, with an adjustment mechanism or adaptors.
- 2.1.5 The system must include an operating defect warning mechanism.
- 2.1.6 The system must be equipped with a cable or wireless remote control system.

#### **2.2 Lift height**

- 2.2.1 The lift height range of each column must be from 67 inches minimum to 72 inches maximum, as measured from the ground to the underside of the lifting fork.
- 2.2.2 The overall height of each column in the lowered position must not exceed 103 inches.
- 2.2.3 The overall height of each column in the fully raised position must not exceed 150 inches.

#### **2.3 Moving**

- 2.3.1 Each column must be fitted with a lift-and-roll system so that it can be moved laterally by a single person.

#### **2.4 Safety mechanisms**

- 2.4.1 Each column must be fitted with an automatic ratchet locking system.
- 2.4.2 The columns must have a wireless fork synchronization system.

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## **2.5     Ramp**

- 2.5.1     The access ramp system must be mobile so as to accommodate warehouse forklifts.
- 2.5.2     The ramp system must be mobile.
- 2.5.3     The ramp system must have a minimum lifting capacity of 10,000 pounds.

## **2.6     Address for delivery:**

MONTREAL LONGUE-POINTE GARRISON  
6769 Notre-Dame East  
Building 7 South  
Montreal, Quebec, H1N 3R9

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## **ANNEX "B"**

Basis of Payment

**Mobile 2 Column Lift System**

N° de l'invitation - Solicitation No.  
W0130-16B008/A  
N° de réf. du client - Client Ref. No.  
W0130-16B006

N° de la modif - Amd. No.  
File No. - N° du dossier  
MTA-6-39131

Id de l'acheteur - Buyer ID  
mta375  
N° CCC / CCC No./ N° VME - FMS

**PRICE**

Description	Quantity	Unit Price	Total Price
Acquisition and delivery of a mobile 2 column lift system as described in Section –Mandatory Technical Specifications "Appendix A – Requirement"	1		

Proposed Model: \_\_\_\_\_ (for information purpose only)

**TOTAL PRICE OF THE BID =**

N° de l'invitation - Solicitation No.  
W0130-16B008/A  
N° de réf. du client - Client Ref. No.  
W0130-16B006

N° de la modif - Amd. No.  
File No. - N° du dossier  
MTA-6-39131

Id de l'acheteur - Buyer ID  
mta375  
N° CCC / CCC No./ N° VME - FMS

## **ANNEX “C”**

Mandatory Technical Specifications

**Mobile 2 Column Lift System**



N° de l'invitation - Solicitation No.  
W0130-16B008/A  
N° de réf. du client - Client Ref. No.  
W0130-16B006

N° de la modif - Amd. No.  
File No. - N° du dossier  
MTA-6-39131

Id de l'acheteur - Buyer ID  
mta375  
N° CCC / CCC No./ N° VME - FMS

### Evaluation criteria

To conform to the presentation of the evaluation criteria, refer to Section I - Technical Bid of 3.1. – Bid Preparation Instructions of Part 3 - INSTRUCTIONS FOR BID PREPARATION of the Request for Proposal.

### Mandatory evaluation criteria

All mandatory technical specifications listed in point 2 of Annex A must be met:

Mandatory Specifications	Specify the place in the documentation of the bid or technical data which are demonstrated the required mandatory specifications.
2.1.1	
2.1.2	
2.1.3	
2.1.4	
2.1.5	
2.1.6	
2.2.1	
2.2.2	
2.2.3	
2.3.1	
2.4.1	
2.4.2	
2.5.1	
2.5.2	
2.5.3	

N° de l'invitation - Solicitation No.  
W0130-16B008/A  
N° de réf. du client - Client Ref. No.  
W0130-16B006

N° de la modif - Amd. No.  
File No. - N° du dossier  
MTA-6-39131

Id de l'acheteur - Buyer ID  
mta375  
N° CCC / CCC No./ N° VME - FMS

## **ANNEX “D”**

### **Integrity Provisions**

### **Mobile 2 Column Lift System**

Id de l'acheteur - Buyer ID  
mta375  
N° CCC / CCC No./ N° VME - FMS