



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067

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

Title - Sujet Vehicle Lift	
Solicitation No. - N° de l'invitation W3909-170001/A	Date 2016-12-19
Client Reference No. - N° de référence du client W3909-170001	
GETS Reference No. - N° de référence de SEAG PW-\$KIN-620-7086	
File No. - N° de dossier KIN-6-46161 (620)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-01-30	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Porter, Marta M.	Buyer Id - Id de l'acheteur kin620
Telephone No. - N° de téléphone (613) 483-6084 ()	FAX No. - N° de FAX (613) 545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE 1 CAN DIV HQ HIGH READINESS DET 56 PORTAGE DR, BLDG 358 TRENTON Ontario K0K3W0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

Delivery Required - Livraison exigée See Herein	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 Requirement

The Department of National Defence (DND) has a requirement for two (2), four-post vehicle lifts and as per Annex A - Requirement. The primary function of the Vehicle Lift is to allow heavy duty vehicles to be lifted off the ground to provide access to personnel inspect and perform maintenance.

1.2 Debriefings

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

1.3 Trade Agreements

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 90 days

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 Ontario.

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Financial Bid (1 hard copy)

Section II: 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: Financial Bid

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

3.1.1 Electronic Payment of Invoices – Bid

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

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

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

3.1.2 Exchange Rate Fluctuation

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

Section II: 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.

4.1.2 Financial Evaluation

To be responsive the Bidder must:

- 1) Provide a Firm Unit price for **all** items listed in Annex A – Basis of Payment.
- 2) Not alter the format of the Basis of Payment in Annex A.

The Bidder's Firm Unit Price will be multiplied by the quantity to calculate the extended firm Unit Pricing.

SACC Manual Clause [A0220T](#) (2016-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Basis of Selection

SACC Manual Clause A0069T (2007-05-25), Basis of Selection

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.

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 Department of National Defence (DND) has a requirement for two (2), four-post vehicle lifts and as per Annex A - Requirement. The primary function of the Vehicle Lift is to allow heavy duty vehicles to be lifted off the ground to provide access to personnel inspect and perform maintenance.

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.

Delete: 2010A 09 (2014-09-25) Warranty

The warranty period will be 12 months after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.

Insert: 2010A 09 (2014-09-25) Warranty

The warranty period will be 24 months after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.

6.4 Term of Contract

6.4.1 Delivery Date

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

6.4.2 Shipping Instructions – FOB Destination and DDP

Incoterms 2000 "DDP Delivered Duty Paid" CFB Trenton, 56 Portage Dr., Bldg 358, Trenton Ontario.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Marta Porter
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch

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Address: 86 Clarence Street, 2nd Floor
Kingston ON., K7L 1X3
Telephone: 613-547-7587 Cell: 613-483-6084
Facsimile: 613-545-8067
E-mail address: marta.porter@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 entered at time of 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 be entered by the Bidder)*

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

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

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price, as specified in Annex "B", Basis of Payment for a cost of \$ _____ *(insert the amount at contract award)*. Customs duties are included and Applicable Taxes are extra.

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

6.6.2 Limitation of Price

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

6.6.3 Single Payment

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

6.6.4 Electronic Payment of Invoices – Contract

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

6.7 Invoicing Instructions

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

1. 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.

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 Ontario.

6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____ .

ANNEX "A"

REQUIREMENT

1.0 OBJECTIVE

The Department of National Defence (DND) has a requirement for two (2) four-post vehicle lifts. This document is to outline the general and specific requirements for the purchase and installation.

2.0 BACKGROUND

The primary function of the Vehicle Lift is to allow heavy duty vehicles to be lifted off the ground to provide access to personnel inspect and perform maintenance.

3.0 CERTIFICATIONS

3.1 The Vehicle Lift must meet the following standards:

- 3.1.1 American National Standards Institute (ANSI);
- 3.1.2 Intertek ETL Listed; or
- 3.1.3 Automotive Lift Institute (ATI); and
- 3.1.4 Canadian Standards Association (CSA)

4.0 MINIMUM MANDATORY TECHNICAL SPECIFICATIONS

4.1 DIMENSIONS

- 4.1.1 Overall length must be 350 inches to a maximum of 400 inches;
- 4.1.2 Overall width must be 144 inches to a maximum of 156 inches;
- 4.1.3 Length between posts must be 290 inches to a maximum of 320 inches;
- 4.1.4 Width between posts must be 130 inches to a maximum of 156 inches;
- 4.1.5 Height of posts including hydraulic cylinders must be 140 inches to a maximum of 180 inches;
- 4.1.6 Lift travel must be 66 inches to a maximum of 84 inches;
- 4.1.7 The runway dimensions must be a width of 24 inches to a maximum of 30 inches;
- 4.1.8 The runway must have an adjustable width between each ranging from 42 inches to 52 inches; and
- 4.1.9 The approach ramp length must be 40 inches to 60 inches.

4.2 DESIGN

- 4.2.1 Must be a four corner post;
- 4.2.2 Must be installed above ground with one hydraulic cylinder per corner;
- 4.2.3 Must have an automatic locking system integrated into each column;
- 4.2.4 Must have a single point air release;
- 4.2.5 Air supply must be incorporated into runways;
- 4.2.6 Approach ramp must double as wheel stops during lift operations;
- 4.2.7 Must have hydraulic synchronising;

- 4.2.8 Must be equipped with level sensors; and
- 4.2.9 Must include two (2) minimum 10,000 lbs to a maximum of 20,000 lbs air/hydraulic rolling bridge jacks with safety locks in the raised position.

4.3 CAPACITY

- 4.3.1 Must be capable of lifting a minimum of 20,000lbs to a maximum of 30,000 lbs.

4.4 ELECTRICAL POWER

- 4.4.1 Motors must be a minimum for 2HP, 1PH, 230V

5.0 DELIVERY REQUIREMENT

- 5.1 The delivery and installation must be completed no later than March 31, 2017.
- 5.2 Delivery and Installation to be performed located at CFB Trenton, Astra, ON.

6.0 INSTALLATION AND INSPECTION

- 6.1 The vehicle lift will be installed on the existing concrete floor by the contractor. The contractor is responsible for the installation and set of the lift so that it is ready to operate once the electrical connection has been completed by DND. The supplier must complete this installation work between 7:30 am to 3:30 pm EST on week days.

7.0 WARRANTY AND MAINTENANCE

- 7.1 The warranty will be twenty-four (24) months after installation and inspection of the equipment, or the length of the Contractor's or manufacturer standard warranty period, whichever is longer. All costs related to warranty work must be included in price, non-warranty maintenance and after sales service are to be charged separately.
- 7.2 Service/warranty and regular maintenance work must be performed within a 250km radius of the delivery point, by an authorised dealer and/or agent. The service must begin within 48 hours of notification. The authorised representative must have ready access to regular maintenance and service parts and be able to access all parts not normally stocked from an authorised parts dealer.

8.0 DOCUMENTATION

- 8.1 The Contractor must provide the following documentation in English:
 - 8.1.1 Operator's manual; two (2) paper copies and a electronic copy
 - 8.1.2 Warranty letter; and
 - 8.1.3 All inspection reports and certifications of all mechanical, physical and hydraulic systems.

9.0 TRAINING

- 9.1 Training must be delivered in English, by instructors certified on the operation of this particular equipment. The training in the operation or the unit must be to the level of knowledge, skills and ability that, when, applied will allow personnel to operate and maintain the unit safely and in the manner intended by the manufacturer. Any resource

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material required for this training, other than the Operators, Service/Parts manuals delivered as part of the unit must be provided to the trainees.

- 9.1.1 Minimum one (1) day operator training for up to ten (10) people;
- 9.1.2 Training must be completed no later than five (5) working days after the installation and on a mutually agreed upon date between the TA and the contractor

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ANNEX "B"

BASIS OF PAYMENT

Pricing Instructions (to be removed at time of Contract Award):

Bidders will provide a firm, all-inclusive unit price in Canadian dollars (exclusive of HST). H.S.T., if applicable, is extra to the price herein and shall be shown on any invoice as a separate item. Customs duties are included.

Incoterms 2000 "DDP Delivered Duty Paid" CFB Trenton, 56 Portage Dr., Bldg 358, Trenton Ontario.

Item	Quantity	Firm Unit Price	Extended Unit Price
Four Post Vehicle Lift <i>(As per the Minimum Mandatory Technical Specifications in Annex A – Requirement)</i>	2	\$ _____	\$ _____
		Total	\$ _____

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ANNEX "C" to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)