



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving  
PWGSC  
33 City Centre Drive  
Suite 480C  
Mississauga  
Ontario  
L5B 2N5  
Bid Fax: (905) 615-2095**

**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**

<b>Title - Sujet</b> Portable Vehicle Loading Ramp	
<b>Solicitation No. - N° de l'invitation</b> W0113-16CS35/B	<b>Date</b> 2017-03-15
<b>Client Reference No. - N° de référence du client</b> W0113-16CS35	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$TOR-003-7290	
<b>File No. - N° de dossier</b> TOR-6-39119 (003)	<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 2017-04-25</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Escander, Lisa	<b>Buyer Id - Id de l'acheteur</b> tor003
<b>Telephone No. - N° de téléphone</b> (905) 615-2062 ( )	<b>FAX No. - N° de FAX</b> (905) 615-2060
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE Canadian Forces Support Training Group 247 Cambrai Road - Bldg. O-111 Borden Ontario L0M1C0 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 Canada  
Ontario Region  
33 City Centre Drive  
Suite 480  
Mississauga  
Ontario  
L5B 2N5

<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/ 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 Requirement**

The requirement is detailed under Article 6.2 of the resulting contract clauses.

### **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).

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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>) 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 7 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.

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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 copies)

Section III: Certifications (1 hard copies)

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

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

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

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

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

#### **Section I: Technical Bid**

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

#### **Section II: Financial Bid**

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

#### **Section III: Certifications**

Bidders must submit the certifications required under Part 5

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

The Bidder must demonstrate they meet the following mandatory specifications.

Item	Criteria	Identify where the supporting documentation is located in the package (page(s) numbers)
<b>A</b>	<b>Portable Vehicle Loading Ramp</b>	
<b>M.1</b>	Ramp Length: Minimum 20 feet, maximum 30 feet	
<b>M.2</b>	Deck Length: Minimum 10 feet, maximum 15 feet	
<b>M.3</b>	Deck Width: Minimum 126 inches, maximum 135 inches	
<b>M.4</b>	Usable Width: Minimum 120 inches, maximum 129 inches	
<b>M.5</b>	Adjustable Ramp: Adjustability minimum 36 inches maximum 56 inches	
<b>B</b>	<b>Material: Frame and Body</b>	
<b>M.6</b>	Steel construction	
<b>M.7</b>	Treated to provide a minimum of 2 years of maintenance free care	
<b>M.8</b>	Color grey	
<b>M.9</b>	Decking	
<b>M.10</b>	Hardwood Treated	
<b>M.11</b>	Bolted to floor	
<b>M.12</b>	Weight Capacity: Minimum 50,000 pounds, maximum 80,000 pounds	
<b>C</b>	<b>Power Unit: Minimum Electric, Maximum Hydraulic</b>	
<b>M.13</b>	Electric Lift Motor: 15A/125V	
<b>M.14</b>	Hydraulics: 115v/l ph	
<b>M.15</b>	Adjustable: Minimum 31 inches, maximum 56 inches	
<b>M.16</b>	Manual override	
<b>D</b>	<b>Legislation - The portable vehicle loading ramp must meet the most current standards of:</b>	
<b>M.17</b>	Canadian Standards Association (CSA)	
<b>M.18</b>	American National Standards Institute (ANSI) Standard MH30.2	
<b>M.19</b>	Canada Occupational Health and Safety Regulations SOR/86-304	
<b>E</b>	<b>Warranty</b>	
<b>M.20</b>	Structural (Frame and Body): Minimum two (2) years	
<b>M.21</b>	Components: All other components one (1) year parts and labor warranty	

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Technical information, photos, brochures must be submitted with your proposal at solicitation close, to clearly demonstrate your compliance with the specifications detailed within this solicitation. In the event that the published documentation does not demonstrate compliance, a written narrative demonstrating compliance will be accepted.

#### **4.1.2 Financial Evaluation**

**4.1.2.1** Bidders must submit a completed Annex B, Basis of Payment, with their bid at the time of bid closing.

**4.1.2.2** The price used in the evaluation will be the total firm price for the complete requirement as detailed in Annex A, Requirement.

**4.1.2.3** The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

#### **4.2 Basis of Selection**

##### **4.2.1 Basis of Selection – Mandatory Technical Criteria**

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.

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## **PART 5 – CERTIFICATIONS**

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. 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](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**

**6.1.1** There is no security requirement applicable to the Contract.

### **6.2 Requirement**

The contractor must provide the items detailed under the "Requirement" at Annex "A".

### **6.3 Standard Clauses and Conditions**

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

#### **6.4.1 Period of the Contract**

The period of the Contract is from date of contract award to May 4, 2018.

#### **6.4.2 Delivery Date**

All the deliverables must be received on or before May 5, 2017.

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Lisa Escander  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Acquisition Branch, Ontario Region  
Address: 33 City Centre Drive, Suite 480C, Mississauga, Ontario L5B 2N5

Telephone: 905-615-2062  
Facsimile: 905-615-2060  
E-mail address: [Lisa.Escander@pwgsc-tpsgc.gc.ca](mailto:Lisa.Escander@pwgsc-tpsgc.gc.ca)

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

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### **6.5.2 Project Authority** *(to be inserted at contract award)*

The Project Authority for the Contract is:

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-mail: \_\_\_\_\_

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### **6.5.3 Contractor's Representative**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-mail: \_\_\_\_\_

## **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 price, as specified in Annex B for a cost of \$ \_\_\_\_\_. Custom 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 Terms of Payment**

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

### **6.6.4 Invoicing Instructions**

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

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2. Invoices must be distributed as follows:

a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## **6.7 Certifications**

### **6.7.1 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.

## **6.8 Applicable Laws**

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

## **6.9 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, Requirement;
- (d) Annex B, Basis of Payment
- (e) the Contractor's bid dated \_\_\_\_\_

## **6.10 Defence Contract**

*SACC Manual* clause A9006C (2012-07-16) Defence Contract

## **6.11 SACC Manual Clauses**

*SACC Manual* clause A9062C (2011-05-16) Canadian Forces Site Regulations

*SACC Manual* clause G1005C (2016-01-28) Insurance

*SACC Manual* clause B1501C (2006-06-16) Electrical Equipment

## ANNEX "A" REQUIREMENT

### 1. Objective

- 1.1 The department of National Defense has the requirement to purchase one (1) Portable Vehicle Loading Ramp.

### 2. Background

- 2.1 Canadian Forces Support Technical Group, Technical Services Central Material Traffic Terminal (CMTT), is an organization within the Department of National Defence. CMTT currently relies on the use of a concrete loading ramp with a dock-leveler. The width of the dock-lever is not sufficient to accommodate a majority of wheeled cargo being loaded / unloaded in a safe manner.

The current ramp being utilized by CMTT has a dock-leveler that is 78 inches wide. This measurement is less than adequate for the type of wheeled cargo that is processed through CMTT. When loading the MILCOT there is less than an inch clearance on each side of the tire (Annex A). Also there have been times when wood blocks have been required to ease the transition from flatbed to ramp due to the vehicle being too wide to utilize the leveler (Annex B). This makes for unsafe working conditions and increases the chances of damage to equipment and injury to personnel.

Currently, there is a CF 141 submitted to have the current ramp replaced with another permanent structure with a more capable leveling mechanism. However, due to the many other ongoing construction projects at CFB Borden, this could take a long time to be completed. This delay results in us having to continue using the unsafe ramp we currently have.

### 3. Technical Specifications

- 3.1 Portable Vehicle Loading Ramp:  
Ramp Length: Minimum 20 feet, maximum 30 feet  
Deck Length: Minimum 10 feet, maximum 15 feet  
Deck Width: Minimum 126 inches, maximum 135 inches  
Usable Width: Minimum 120 inches, maximum 129 inches  
Adjustable Ramp: Adjustability minimum 36 inches, maximum 56 inches
- 3.2 Material:  
Frame and Body  
Steel construction  
Treated to provide a minimum of 2 years of maintenance free care  
Colour grey  
Decking  
Hardwood Treated  
Bolted to floor
- 3.3 Weight Capacity:  
Minimum 50,000 pounds, maximum 80,000 pounds
- 3.4 Power Unit: Minimum Electric, Maximum Hydraulic  
Electric Life Motor: 15A/125V

Hydraulics: 115v/l ph  
Adjustable: Minimum 31 inches, maximum 56 inches  
Manual override

3.5 Included:

Dock Bumpers  
Safety Chains  
Wheel Clocks (set)  
Anchors

3.6 Legislation:

The portable vehicle loading ramp must meet the most current standards of Canadian Standards Association (CSA)  
American National Standards Institute (ANSI) Standard MH30.2  
Canada Occupational Health and Safety Regulations SOR/86-304

3.7 Warranty:

Structural (Frame and Body): Minimum two (2) years  
Components: All other components one (1) year parts and labor warranty

**4. Deliverables**

**a. Delivery and Installation**

4.1 The equipment must be delivered on or before 31 March 2017 and it must take place between 07:30 AM (EDT) to 3:30 AM (EDT) from Monday to Friday.

4.2 The equipment must be delivered to CFB Borden MLS Supply, 247 Cambrai Road (Building O-111), Borden ON L0M 1C0.

4.3 Installation must include the setup of the ramp so that they are ready for use.

4.4 The Contractor must provide the information regarding the after-sales services at the time of the delivery of the equipment. The information must include the detailed warranty information in hard copy or electronic format.

**b. Training and Manual**

4.5 Training must be provided on-site the same day upon delivery for participant's in basic operations and general preventive maintenance training.

4.6 The Contractor must provide a Maintenance and Operator Manual to the Technical Authority with the delivery. The manual must provide information necessary for the safe and proper installation, operation, inspection and maintenance of the lifts. The manual will be acceptable in hard copy or electronically to the Contracting Authority.

4.7 Owner Manuals which cover supply operation and maintenance must be delivered with the equipment.

**c. Manufacturer's Standard Warranty Period**

4.8 The Contractor must provide details of the Contactor's or Manufacturer's standard warranty. Any additional manufacturer's standards warranty such as those derived from the Original Equipment Manufacturer (OEM) for component/sub-assemblies will form part of the contract.

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4.9 Portable Vehicle Loading Ramp must have 2 year full structural (Frame and Body) coverage warranty, and a one year component warranty.

**d. Quantity**

Item	Description	U of M	Quantity
1	Portable Vehicle Loading Ramp	Each	1

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**ANNEX "B"**

**BASIS OF PAYMENT**

Prices are firm, all inclusive in Canadian dollars. Transportation charges and Customs duties are included, and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

Item	Description	U of M	Quantity	Firm Unit Price	Extended Price (Firm Unit Price x Quantity)
1	For the supply, delivery and installation of Portable Vehicle Loading Ramp, in accordance with Annex A, on or before 31 March 2017.	Each	1	\$ _____	\$ _____