



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

**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**  
**11 Laurier St. / 11, rue Laurier**  
**Place du Portage, Phase III**  
**Core 0B2 / Noyau 0B2**  
**Gatineau, Québec K1A 0S5**  
**Bid Fax: (819) 997-9776**

**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**

**Vehicles & Industrial Products Division**  
**11 Laurier St./11, rue Laurier**  
**7A2, Place du Portage, Phase III**  
**Gatineau, Québec K1A 0S5**

<b>Title - Sujet</b> Wheelchair Accessible Van	
<b>Solicitation No. - N° de l'invitation</b> W8476-175556/B	<b>Date</b> 2017-07-06
<b>Client Reference No. - N° de référence du client</b> W8476-175556	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HP-916-73084	
<b>File No. - N° de dossier</b> hp916.W8476-175556	<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 2017-08-03</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> Paravan, Tony	<b>Buyer Id - Id de l'acheteur</b> hp916
<b>Telephone No. - N° de téléphone</b> (873) 469-3319 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**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/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>          <b>Signature</b>          <b>Date</b>	

**This bid solicitation cancels and supersedes previous bid solicitation number W8476-175556/A dated 2016-11-18 with a closing of 2017-02-23 at 02:00 PM.**

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**Attachments:**

Annex "1A" - Pricing;  
Annex "2A" - Pricing;  
Annex "B" - Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017;  
Annex "C" - Purchase Description - ECC 140166 Wheelchair Accessible Minivan Rear Entrance, dated 29 June 2017;  
Appendix "1B" - Technical Information Questionnaire - Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017;  
Appendix "1C" - Technical Information Questionnaire - Wheelchair Accessible Minivan Rear Entrance, dated 29 June 2017;  
Annex "D" - Federal Contractors Program for Employment Equity - Certification.

## **PART 1 - GENERAL INFORMATION**

### **1.1 Requirement**

Canada is seeking proposals to procure:

- 1.1.1 Quantity 32 Side Entry, Quantity 1 Rear Entry, Wheelchair Accessible Minivan and ancillary items as described in Annex “1A”- Pricing and Annex “2A”- Pricing and in accordance with Annex “B”- Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, and Annex “C”- Purchase Description - ECC 140166 Wheelchair Accessible Minivan Rear Entrance, both dated 29 June 2017.

### **1.2. Debriefings**

Bidders may request a debriefing on the results of the bid solicitation. Bidders should make the request to the Contracting Authority within 15 working days of receipt of notification that their bid was unsuccessful. The debriefing may be provided in writing, by telephone or in person.

### **1.3. Trade Agreements**

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Canadian Free Trade Agreement (CFTA).

## 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 [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>) 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 (2017-04-27) 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:** sixty (60) days

**Insert:** ninety (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 to the Contracting Authority no later than seven (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 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 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.

## **2.5 Improvement of Requirement During Solicitation Period**

Should bidders consider that the specifications, Statement of Work or Purchase Description contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least seven (7) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

## **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 (2 hard copies);

Section IV: Additional Information (2 hard copies)

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>). To assist Canada in reaching its objectives, bidders should:

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

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

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

Bidders should complete and submit with their bid the following:

Appendix "1B" - Technical Information Questionnaire - Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017;

Appendix "1C" - Technical Information Questionnaire - Wheelchair Accessible Minivan Rear Entrance, dated 29 June 2017.

### 3.2 Substitute and Alternatives

Bidders may propose substitutes and alternatives where **"or equivalent"** is indicated in the technical requirement description (Purchase Description/Statement of Requirement/Statement of Work). Offerors / suppliers are encouraged to offer or suggest green solutions whenever possible.

3.2.1 Substitutes and alternatives that are equivalent in form, fit, function and performance will be considered for acceptance by the Technical Authority where the Bidder:

- (a) Clearly identifies a substitute and/or an alternative;
- (b) Designates the brand name, model and/or part number of the substitute and/or of the product, where applicable;
- (c) States that the substitute product is fully interchangeable with the item specified in the technical requirement description;
- (d) Provides complete specifications and brochures, where applicable;
- (e) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
- (f) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.

3.2.2 Substitutes and alternatives offered as equivalent in form, fit, function and performance will not be considered for acceptance by the Technical Authority if:



- (a) The bid fails to provide all of the information requested to allow the Technical Authority to fully evaluate the evaluate the equivalency; or
- (b) The substitute and/or the alternative fail to meet or fail to exceed the technical requirements specified in the technical requirement description.

### Section II: Financial Bid

Bidders must submit their bid in accordance with the Basis of Payment specified in Part 6 and Annex "1A" - Pricing, and Annex "2A" - Pricing .

### 3.3 SACC Manual Clauses

#### 3.3.1 Exchange Rate Fluctuation Risk Mitigation

1. The Bidder may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Bidder claims for an exchange rate adjustment, this request must be clearly indicated in the bid at time of bidding. The Bidder must submit form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.
2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
4. At time of bidding, the Bidder must complete columns (1) to (4) on form [PWGSC-TPSGC 450](#) , for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Bidder will not be accepted for the purposes of this exchange rate fluctuation provision.

### Section III: Certifications

Bidders must submit the certifications required under Part 5 - Certifications.

### Section IV Additional Information

Canada requests that bidders submit the following information:

#### 3.4 Delivery

##### 3.4.1 Firm Quantity

While delivery of the vehicles is requested by 01 February 2018, the best delivery that can be offered is as follows:

Item 001 – Quantity 4, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 002 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 003 – Quantity 3, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 004 – Quantity 4, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 005 – Quantity 5, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 006 – Quantity 5, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 007 – Quantity 2, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 008 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 009 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 010 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 011 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 012 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 013 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 014 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

Item 015 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

**Rear Entry**

Item 016 – Quantity 1, Wheelchair Accessible Minivan Rear Entrance and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract date.

## **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 Mandatory Technical Evaluation Criteria**

##### **4.1.1.1 Mandatory Proof of Compliance**

Bidders must submit, with their bid, all proof of compliance required in the Annex B - Purchase Description and in the Appendix 1B - Technical Information Questionnaire, and in the Annex C - Purchase Description and in the Appendix 1C - Technical Information Questionnaire.

##### **4.1.1.2 Substitutes and/or Alternatives**

Bidders proposing substitutes and/or alternatives must submit, with their bid all the information requested as detailed in Part 3, section 2 - Substitutes and Alternatives to be considered for evaluation.

#### **4.1.2 Mandatory Financial Evaluation Criteria**

**4.1.2.1** Bidders must provide, with their bid, the financial information requested in the bid solicitation and at Annex 1A - Pricing for items 001 to 015 and/or Annex 2A - Pricing item 016.

**4.1.2.2** The prices of the bid Bids must be in Canadian dollars, DDP Delivered Duty Paid at destination, Incoterms 2000, for the firm quantity for items 001 to 016. Canadian Custom Duties and Excise Taxes included where applicable, and Applicable Taxes are extra. Bidders must quote a price for all destinations per configuration.

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

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical and financial evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated aggregate price per each vehicle configuration will be recommended for award of a contract. Up to two contracts may be issued, one for each configuration.

## **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.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex [Federal Contractors Program for Employment Equity - Certification](#), before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

### **5.2.3 Additional 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.

#### **5.2.3.1 Product Conformance**

The Bidder certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the contract, to all technical specifications of the purchase description(s).

This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

\_\_\_\_\_  
Bidder's authorized representative signature

\_\_\_\_\_  
Date

#### **5.2.3.2 General Environmental Criteria Certification**

The Bidder must select and complete one of the following two certification statements.

A) The Bidder certifies that the Bidder is registered or meets ISO 14001.

Bidders' Authorized Representative Signature

Date

**Or**

B) The Bidder certifies that the Bidder meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

The Bidder must indicate which four (4) criteria, as a minimum, are met.

<b>Green Practices within the Bidders' organization</b>	<b>Insert a checkmark for each criterion that is met</b>
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

Bidders' Authorized Representative Signature

Date

## PART 6 - RESULTING CONTRACT CLAUSES

### 6.1. Requirement

6.1.1 The Contractor must deliver quantity 32 Side Entry and or quantity 1 Rear Entry, Wheelchair Accessible Minivan Side Entrance and ancillary items as described in Annex “1A” - Pricing and Annex “2A”- Pricing and in accordance with Annex “B”- Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, and Annex “C”- Purchase Description - ECC 140166 Wheelchair Accessible Minivan Rear Entrance, both dated 29 June 2017.

### 6.2. 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 [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.

#### 6.2.1 General Conditions

2010A (2016-04-04) General Conditions - Goods (Medium Complexity), apply to and form part of the contract.

6.2.1.1 Section 09 entitled Warranty of general conditions 2010A is amended by replacing the period of twelve (12) months by twenty-four (24) months.

6.2.1.2 Section 09 entitled Warranty of general conditions 2010A is amended by deleting subsection 2 in its entirety and replacing it with the following:

The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

All other provisions of the warranty section remain in effect.

## 6.3. Term of Contract

### 6.3.1 Delivery of Vehicles

#### 6.3.1.1 Firm Quantity

Delivery date of the vehicles must be made as follows:

Item 001 – Quantity 4, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 002 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 003 – Quantity 3, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 004 – Quantity 4, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 005 – Quantity 5, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 006 – Quantity 5, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 007 – Quantity 2, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 008 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 009 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 010 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 011 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 012 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 013 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 014 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

Item 015 – Quantity 1, Wheelchair Accessible Minivan Side Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

#### **Rear Entry**

Item 016 – Quantity 1, Wheelchair Accessible Minivan Rear Entrance and ancillary items must be delivered on or before \_\_\_\_\_ (Date to be inserted by PWGSC the Contracting Authority at time of contract award.)

## **6.4. Authorities**

### **6.4.1 Contracting Authority**

The Contracting Authority for the Contract is:

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

Title: \_\_\_\_\_

Organization: Public Works and Government Services Canada - Acquisitions Branch  
LEFT Directorate, HP Division,  
7A2, Place du Portage, Phase 3, 11 Laurier Street, Gatineau Quebec,  
K1A 0S5

Telephone: 873 469-\_\_\_\_\_

Facsimile: 819 953-2953

E-mail: \_\_\_\_\_@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.

#### 6.4.2 Procurement Authority

The Procurement Authority for the Contract is:

Name: \_\_\_\_\_ (To be inserted by PWGSC at time of contract award.)  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
E-mail: \_\_\_\_\_

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

#### 6.4.3 Technical Authority: (If applicable)

The Technical Authority for the Contract is:

Name: \_\_\_\_\_ (To be inserted by PWGSC at time of contract award.)  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
E-mail: \_\_\_\_\_

The Technical Authority named above 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 Technical Authority, however the Technical 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.

#### 6.4.4 Contractor's Representative

Name and telephone number of the person responsible for :

##### General enquiries

Name: \_\_\_\_\_ (To be completed by the bidder.)  
Title: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail: \_\_\_\_\_

##### Delivery follow-up

Name: \_\_\_\_\_ (To be completed by the bidder.)  
Title: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail: \_\_\_\_\_

#### 6.4.5 After Sales Service

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs and a full range of repair parts for the vehicle/equipment offered:

##### Item 001

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

##### Item 002

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

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Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
HP916  
CCC No./N° CCC - FMS No/ N° VME

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**Item 003**

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

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

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 004**

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

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

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 005**

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

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

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 006**

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

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

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 007**

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

Solicitation No. - N° de l'invitation  
W8476-175556/B  
Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
HP916  
CCC No./N° CCC - FMS No/ N° VME

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

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 008**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 009**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 010**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 011**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

Solicitation No. - N° de l'invitation  
W8476-175556/B  
Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
HP916  
CCC No./N° CCC - FMS No/ N° VME

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**Item 012**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 013**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 014**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 015**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 016**

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

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

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

## 6.5. Payment

### 6.5.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm price(s) specified in Annex "1A" - Pricing, and Annex "2A" - Pricing, and as follows:

#### 6.5.1.1 Basis of Payment (BOP) Type 1

Firm unit prices in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision (as applicable).

#### 6.5.1.2 Basis of Payment (BOP) Type 2

Firm unit prices in Canadian dollars, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision (as applicable).

### 6.5.2 SACC Manual Clauses

C6000C	Limitation of price	2011-05-06
H1001C	Multiple Payments	2008-05-12

### 6.5.3 Exchange Rate Fluctuation Adjustment (if applicable)

1. The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
2. For each line item where a FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the

exchange rate fluctuation amount is determined in accordance with the provision of this clause.

3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provisions in the contract. The exchange rate adjustment amount will be calculated in accordance with the following formula:

$$\text{Adjustment} = \text{FCC} \times \text{Qty} \times (i_1 - i_0) / i_0$$

where formula variables correspond to:

**FCC**

Foreign Currency Component (per unit)

**$i_0$**



Initial exchange rate (CAN\$ per unit of foreign currency [e.g. US\$1])

**$i_1$**

exchange rate for adjustments (CAN\$ per unit of foreign currency [e.g. US\$1])

**Qty**

quantity of units

4. The initial exchange rate is typically set as the noon rate as published by the Bank of Canada on the solicitation closing date.
5. For goods, the exchange rate for adjustment will be the noon rate as published by the Bank of Canada on the date the goods were delivered. For services, the exchange rate for adjustment will be the noon rate on the last business day of the month for which the services were performed. For advance payments, the exchange rate for adjustment will be the noon rate on the date the payment was due. The most recent noon rate will be used for non-business days.
6. The Contractor must indicate the total exchange rate adjustment amount (either upward, downward or no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments.
7. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form [PWGSC-TPSGC 450](#)  (i.e.  $[i_1 - i_0] / i_0$ ).
8. Canada reserves the right to audit any revision to costs and prices under this clause.

## **6.6 Invoicing Instructions**

6.6.1 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions including the Client Ref # BT724 . Invoices cannot be submitted until all work identified in the invoice is completed. Offerors / suppliers are requested to provide invoices in electronic format unless otherwise specified by the Contracting Authority or Project Authority, thereby reducing printed material.

**6.6.2** Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the following address for certification and payment:

National Defence Headquarters  
Mgen George R. Pearkes Bldg  
101 Colonel By Drive  
Ottawa, Canada  
K1A 0K2

Attention: DLP 5-5-1-2

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

### **6.6.3 Holdback**

A ten percent (10%) holdback will apply on the total price of each vehicle on any due payment of the said vehicle/equipment. Release of the holdback (10%) is conditional upon receipt and certified acceptance by inspection authority of the said vehicle and all ancillary items as identified in Annex "1A"- Pricing and Annex "2A"- Pricing.

Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Taxes payable as it was claimed and payable under the previous invoice.

- (a) The original and one (1) copy of the invoice for the holdback must be forwarded to the Procurement Authority identified under the section entitled "Authorities" of the Contract.
- (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.

### 6.7.2 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 Employment and Social Development Canada (ESDC)-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 ESDC will constitute the Contractor in default as per the terms 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 Ontario.

## 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) 2010A (2016-04-04) General Conditions - Goods (Medium Complexity);
- (c) Annex "1A" - Pricing;
- (d) Annex "2A" - Pricing;
- (e) Annex "B" - Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017;
- (f) Annex "C" - Purchase Description - ECC 140166 Wheelchair Accessible Minivan Rear Entrance, dated 29 June 2017;
- (g) Appendix "1B" - Technical Information Questionnaire - Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017;
- (h) Appendix "1C" - Technical Information Questionnaire - Wheelchair Accessible Minivan Rear Entrance, dated 29 June 2017;
- (i) Annex "D" - Federal Contractors Program for Employment Equity – Certification;

(j) the Contractor's bid dated \_\_\_\_\_.

## 6.10 SACC Manual Clauses

A1009C	Work Site Access	2008-05-12
A9006C	Defence Contract	2012-07-16
A9049C	Vehicle Safety	2011-05-16
A9062C	Canadian Forces Site Regulations	2011-05-16
C2800C	Priority Rating	2013-01-28
C2801C	Priority Rating - Canadian-based Contractors	2014-11-27
D3010C	Delivery of Dangerous Goods / Hazardous Products	2016-01-28
D5545C	ISO 9001:2000 - Quality Management Systems - Requirements (QAC C)	2010-08-16
D9002C	Incomplete Assemblies	2007-11-30
G1005C	Insurance	2016-01-28

## 6.11 Inspection and Acceptance

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.

## 6.12 Preparation for Delivery

The vehicle / equipment must be serviced, adjusted and delivered in condition for immediate use. The interior and exterior must be cleaned before leaving the factory and being released to inspection authority or consignee personnel at the final delivery location.

The fuel tanks must be at least half full prior to release of the vehicle(s) to inspection authority or consignee.

## 6.13 Shipping Instructions - Delivery at Destination

- 6.13.1 The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (as detailed at Annex "1A"- Pricing and/or Annex "2A"- Pricing). Unless otherwise directed, delivery must be made by the most economical means. Shipping charges must be shown as a separate item on the Contractor's invoice. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and taxes.

- 6.13.2 The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the contacts specified in Annex "1A"- Pricing and/or Annex "2A"- Pricing. The consignee may refuse shipments when prior arrangements have not been made.

#### **6.14 Post-Contract Award Meeting/Pre-Production Meeting**

Within ten (10) calendar days from the effective date of the Contract, the Contractor must contact the Contracting Authority to determine if a post-contract award meeting is required. A meeting will be convened at the discretion of the Technical Authority after contract award to review technical and contractual requirements. The Contractor shall be responsible for the preparation and distribution of the minutes of meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Contractor's facilities or at the Department of National Defence facility or via teleconference, at Canada's discretion at no additional cost to Canada, with representatives of the Contractor, the Department of National Defence and Public Works and Government Services Canada.

#### **6.15 Progress Reports**

The Contractor must submit monthly reports, in electronic format, on the progress of the Work, to both the Technical Authority and the Contracting Authority.

Each progress report must address the following questions:

- (a) Is the delivery on schedule?
- (b) Is the Contract free of any areas of concern in which the assistance or guidance of Canada may be required?
- (c) Each negative response must be supported with an explanation.

#### **6.16 Tools and Loose Equipment**

For shipment verification, all items and tools, which are shipped loose with the vehicle/equipment must be listed on the Inspection Certificate (CF 1280) or on an attached packing note.

#### **6.17 Material**

Material supplied must be new unused and of current production by manufacturer. (2017 model-year or newer).

## **6.18 Design Changes**

The "Design Change, Design Deviation and Waiver Procedure" as defined in National Defence Standard D-02-006-008/SG-0001 must apply.

## **6.19 Interchangeability**

Unless changes during the production run are authorized by Contracting Authority, all vehicles supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

## **6.20 Packaging**

The methods used for preservation and packaging must be in conformity with the Contractor's normal standard for domestic shipment or, if necessary, with standards for overseas shipment as below deck cargo.

## **6.21 Vehicle Recall Notices**

All vehicle recall notices must be forwarded to:

National Defence Headquarters

MGen George R. Pearkes Building

101 Colonel By Drive

Ottawa, Ontario K1A 0K2

Attention: (designation and name of TA to be inserted by PWGSC at contract award)

## **ANNEX “D” to PART 5 - BID SOLICITATION**

### **FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION**

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit Employment and Social Development Canada (ESDC) -Labour's website.

Date: \_\_\_\_\_ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a federally regulated employer being subject to the *Employment Equity Act*.
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- ☐ A5.1. The Bidder certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) in place with ESDC -Labour.

**OR**

- ☐ A5.2. The Bidder certifies having submitted the Agreement to Implement Employment

Equity (LAB1168) to ESDC -Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC C-Labour.

B. Check only one of the following:

☐ B1. The Bidder is not a Joint Venture.

**OR**

☐ B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

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File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

## ANNEX "1A" PRICING

### Item 001 Wheelchair Accessible Minivan Side Entrance (**Firm Quantity**)

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

BFC USS Valcartier  
Section d'équipement majeur  
BAT 188 (PON COMB)  
Garnison Valcartier  
Courcelette QC G0A 4Z0

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 4.

### Item 002 Wheelchair Accessible Minivan Side Entrance (**Firm Quantity**)

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

CFB St. Jean  
5 GSS Svc SN Mat  
Bldg H101  
CF 100 Succ, Bureau Chef  
Richelain, QC J0J 1R0

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File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

**Item 003 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

CFB ASU Shilo  
Major Equipment Section  
Base Supply C-101  
CFB Shilo  
Shilo MB R0K 2A0

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 3.

**Item 004 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

Solicitation No. - N° de l'invitation  
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Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

CFB ASU Sup Edmonton  
Major Equipment Section  
Replenishment Company (CMTT)  
107 Street & 137 Avenue Bldg C8  
Edmonton AB T5J 4J5

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 4.

**Item 005 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

CFB ASU Petawawa  
Major Equipment Section  
CFB Petawawa  
Petawawa Ontario K8H 2X3

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 5.

**Item 006 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

Solicitation No. - N° de l'invitation  
W8476-175556/B  
Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

3 ASG Gagetown Supply Company  
Major Equipment Section  
Bldg B10  
CFB Gagetown  
Oromocto NB E2V 4J5

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 5.

**Item 007 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

CFSU Ottawa Supply  
Major Equipment Section  
Bldg 346  
Uplands Site  
Ottawa ON K1A 0K5

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Solicitation No. - N° de l'invitation  
W8476-175556/B  
Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 2.

**Item 008 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

CFB SUP Halifax  
Major Equipment Section  
HMC Dockyard  
Bldg D206 Door 1 thru 13  
Halifax NS B3K 5X5

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

**Item 009 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

Solicitation No. - N° de l'invitation  
W8476-175556/B  
Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

CFB Esquimalt  
Major Equipment Section  
Bldg 1127  
Work Point Barracks  
Victoria BC V9A 7N2

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

**Item 010 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

17 WG Winnipeg  
Major Equipment Section  
Bldg 129  
Logistics Bldg Door 13  
Winnipeg MB R3J 3Y5

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

**Item 011 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

Solicitation No. - N° de l'invitation  
W8476-175556/B  
Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

CFB Winnipeg Det Dundurn  
Major Equipment Section  
Dundurn Detachment  
Camp Dundurn SK  
Dundurn SK S0K 1K0

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

**Item 012 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

4 Wing Cold Lake  
Major Equipment Section  
Sup FLT Bldg 171  
Cold Lake AB T9M 2C6

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and

Solicitation No. - N° de l'invitation  
W8476-175556/B  
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Amd. No. - N° de la modif.  
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W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

**Item 013 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

19 WG Comox  
Major Equipment Section  
Comox BC V0R 2K0

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

**Item 014 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

CFB/ASU Kingston  
Major Equipment Section  
5 Somme Ave Bldg C36  
Kingston ON K7K 5L0

Solicitation No. - N° de l'invitation  
W8476-175556/B  
Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

**Item 015 Wheelchair Accessible Minivan Side Entrance (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "B" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Side Entrance, dated 29 June 2017.

N2320 20 004 9244

The Wheelchair Accessible Minivan and related items must be delivered to:

8WG Trenton  
Major Equipment Section  
46 Portage Dr Bldg 162  
Trenton ON K0K 3W0

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

**Optional Extended Warranty Period**

*(The Optional Extended Warranty will not be included in the financial evaluation)*

Optional warranty coverage available: YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, Canada requests that the Bidder provide details and pricing information of any optional extended warranty period available for the vehicle/equipment and any related items.

Solicitation No. - N° de l'invitation  
W8476-175556/B  
Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

If exercised, the warranty period will be extended for an additional period of \_\_\_\_\_ months/calendar days.

Firm unit price of \$ \_\_\_\_\_ Basis of Payment Type 2 (as detailed in Clause 6.5)

Solicitation No. - N° de l'invitation  
W8476-175556/B  
Client Ref. No. - N° de réf. du client  
W8476-175556/B

Amd. No. - N° de la modif.  
File No. - N° du dossier  
W8476-175556/B

Buyer ID - Id de l'acheteur  
hp916  
CCC No./N° CCC - FMS No./N° VME

## ANNEX "2A" PRICING

### Item 016 Wheelchair Accessible Minivan Rear Entrance (**Firm Quantity**)

The Contractor must deliver the vehicle/equipment including the bi-lingual training package, manuals, data summary, photographs, warranty letter(s), and technical information in accordance with the attached Annex "C" Purchase Description - ECC 140166 Wheelchair Accessible Minivan Rear Entrance, dated 29 June 2017.

The Wheelchair Accessible Minivan and related items must be delivered to:

3 ASG Gagetown Supply Company  
Major Equipment Section  
Bldg B10  
CFB Gagetown  
Oromocto NB E2V 4J5

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and related items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5 Basis of Payment).

Quantity: 1.

#### Optional Extended Warranty Period

*(The Optional Extended Warranty will not be included in the financial evaluation)*

Optional warranty coverage available: YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, Canada requests that the Bidder provide details and pricing information of any optional extended warranty period available for the vehicle/equipment and any related items.

If exercised, the warranty period will be extended for an additional period of \_\_\_\_\_ months/calendar days.

Firm unit price of \$ \_\_\_\_\_ Basis of Payment Type 2 (as detailed in Clause 6.5)

Annex C

W8476-175556

29 June 2017



**NOTICE**

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

**AVIS**

Cette documentation a été révisée par l'Autorité technique et ne contient pas de marchandises contrôlées.

**PURCHASE DESCRIPTION**

**ECC 140166**

**WHEELCHAIR ACCESSIBLE MINIVAN**

**REAR ENTRANCE**

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**OPI DSVPM 4 – DAPVS 4**

Issued on Authority of the Chief of the Defence Staff

Publiée avec l'autorisation du chef d'état-major de la Défense

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**PURCHASE DESCRIPTION**  
**FOR**  
**WHEELCHAIR ACCESSIBLE MINIVAN**

**1.0     SCOPE**

1.1.1 This document describes the requirements for rear entry wheelchair accessible minivans.

**1.2     Intended Use**

1.2.1 This vehicle is to be used to transport one wheelchair bound passenger.

**1.3     Instructions**

1.3.1 Requirements, which are identified by the word "***must***", are mandatory. Deviations are not permitted;

1.3.2 Requirements identified by "***must***" or "***equivalent***" are mandatory. The Technical Authority will consider substitutes/alternatives for acceptance as a Technical Authority Approved Equivalent;

1.3.3 Requirements identified with a will define actions to be performed by Canada and require no action/obligation on the Contractor's part;

1.3.4 Where "***must***" or "***equivalent***", or "will" are not used, the information provided is for guidance only;

1.3.5 In this document "provided" means "provided and installed";

1.3.6 Where a standard is specified and the Contractor has offered an equivalent, that equivalent standard ***must*** be provided, upon request, at no cost to Canada, to the Technical Authority (TA), through the Contracting Authority;

1.3.7 Where certification is required, the Contactor **must** provide the certification or acceptable proof of compliance, upon written request from the TA. Where verification of certification is built into the equipment by means of a plaque or other means, this requirement will be accepted as met.

## **1.4     Definitions**

- 1.4.1    "Technical Authority" means the official responsible for the technical content of this Purchase Description; and
- 1.4.2    "Equivalent" means a standard, means, or component type, which the Technical Authority has approved for this requirement as meeting the specified requirements for fit, form, function and performance.

## **2.0     APPLICABLE DOCUMENTS**

2.1    The following documents form part of this Purchase Description. Effective dates are those in effect upon the date of vehicle manufacture. Canada will not supply any reference documents. Sources are as shown;

- a.       Canadian Motor Vehicle Safety Standards (CMVSS)  
          Transport Canada  
          330 Sparks Street  
          Ottawa, Ontario K1A 0N5  
          <http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/menu.htm>
- b.       CAN/CSA-D409-02  
          Standard for Motor Vehicles for the Transportation of  
          Persons with Physical Disabilities  
          Standards Council Of Canada  
          350 Sparks St, Suite 1200  
          Ottawa, Ontario, Canada     K1P6N7

### 3.0 REQUIREMENTS

#### 3.1 Standard Design

3.1.1 The vehicle design **must**:

- a. Be one of the manufacturer's model years 2017 or newer that has demonstrated industry acceptability by having been manufactured and sold commercially; and
- b. Include all components, and accessories normally supplied for the model offered, although they may not be specifically described in this Purchase Description.

#### 3.2 Operating Conditions

3.2.1 The vehicle, at specified GVWR/GCWR, **must** operate safely and efficiently on paved roads, in year round conditions including snow and ice in Canada.

#### 3.3 Vehicle Safety Regulations

3.3.1 The completed vehicle **must** meet all the requirements of the Canadian Motor Vehicle Safety Standards and Standard for Motor Vehicles for the Transportation of Persons with Physical Disabilities (paragraph 2.1.a and 2.1.b) in force at time of manufacture and **must** have the Safety Compliance Certification Label with a National Safety Mark as a seal of compliance.

#### 3.4 Minimum Features

The vehicle **must** have the following minimum features:

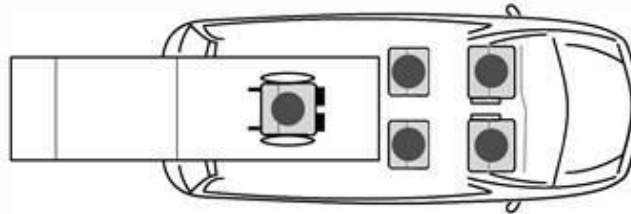
- a. 6 cyl engine, 240 hp;
- b. Air bag, driver side, front passenger and third row;
- c. Air conditioning;
- d. Cruise control;
- e. Brakes, 4 wheel ABS;
- f. Block heater;
- g. License plate holders front and rear;
- h. Doors, powered locks;
- i. Fuel tank capacity, minimum 75 litres;
- j. Glass, tinted;
- k. Power Outlet 12 volt;
- l. Radio, AM/FM CD Player;
- m. Rear lift gate;

- n. Rear window defroster, wiper and washer;
- o. Front bucket seats, cloth;
- p. Tilt steering wheel;
- q. Transmission, automatic;
- r. Windows, powered;
- s. Windshield wipers intermittent;
- t. Rear heat and air with dual zone controls, and
- u. Two keyless entry remotes.

### 3.5 Conversion Features

The vehicle ***must*** have the following conversion features:

- a. Rear door entry for wheelchair;
- b. Non-skid coated ramp from rear lift door with a spring tension system;
- c. Interior mounted spare tire with cover;
- d. Retractable wheelchair restraints with lap and shoulder belts;
- e. Two sets of tie down belts; and
- f. Four plus one front facing wheelchair passenger seating configuration as follows:



#### **4.0 INTEGRATED LOGISTICS SUPPORT**

##### **4.1 After Sales Service Support**

4.1.1 The Contractor must provide authorized warranty and service locations for both the vehicles and the wheelchair accessibility conversions.

##### **4.2 Documentation and Support Items**

4.2.1 Items Provided to Technical Authority.

- a. **Data Summary**. A bilingual data summary **must** be provided with data in the Technical Authority provided format;
- b. **Manuals** The following manuals **must** be provided at time of delivery of the vehicle in paper format or digital copies that **must** be functional without the requirement for a password, an auto-run installation procedure or an access to the Internet:
  - (i) OEM Owner's manual;
  - (ii) Lift operating instructions; and
  - (iii) Wheelchair loading, tie-down and safety instructions.
- c. **Warranty Letter**
  - (i) A paper copy of the completed bilingual warranty letter **must** be provided to the Technical Authority; and
  - (ii) The warranty letter **must** include the name and contact information of the closest designated warranty provider and other designated warranty providers across Canada.
- d. **Photographs**
  - (i) Two (2) digital pictures, one left-front three-quarter view, and one right-rear three-quarter view **must** be provided;
  - (ii) It is preferred that pictures have an uncluttered background; and
  - (iii) Pictures **must** have a resolution of at least eight (8) Mega pixels.

4.2.2 Items Shipped With Each Vehicle.

- a. **Manuals** The following manuals **must** be provided in paper format and digital copies that **must** be functional without the requirement for a password, an auto-run installation procedure or an access to the Internet:
  - (i) OEM Owner's manual;
  - (ii) Lift operating instructions; and
  - (iii) Wheelchair loading, tie-down and safety instructions.
- b. **Warranty Letter**
  - (i) A paper copy of the completed bilingual warranty letter **must** be provided;
  - (ii) The warranty letter **must** include the name and contact information of the closest designated warranty provider and other designated warranty providers across Canada; and
  - (iii) Designated warranty providers **must** honour the warranty letter.

#### **4.3 Training Package**

The Contractor **must** provide a bilingual training package detailing the proper wheelchair loading, tie-down and safety procedures for wheel chairs showing the systems used in the modified vehicle, with the vehicle. These **must** be in digital format that **must** be functional without the requirement for a password, an auto-run installation procedure or an Internet.

#### **4.4 Technical Information**

The Contractor **must** provide the following information, either in paper or electronic format, upon delivery of the vehicle, to the Technical Authority:

- c. A unique parts list for all non-OEM ancillary equipment detailing:
  - (i) Parts description;
  - (ii) Manufacturer;
  - (iii) Manufacturer's part number;
  - (iv) Retail source of supply; and
  - (v) Contractor part number.

- d. Wiring diagrams for all of the ancillary equipment and any changes made to the OEM wiring harness.

## **5.0 QUALITY ASSURANCE PROVISIONS**

### **5.1 Quality System Requirements**

- 5.1.1 The Quality System **must** be in compliance with ISO 9001. The Contractor **must** be responsible for the Quality System.

### **5.2 Performance and Verification Testing**

- 5.2.1 Inspections of the up fitting process by the Technical Authority may take place at any time during the modification process at the discretion of the Technical Authority.

Annex B

W8476-175556

29 June 2017



**NOTICE**

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

**AVIS**

Cette documentation a été révisée par l'Autorité technique et ne contient pas de marchandises contrôlées.

**PURCHASE DESCRIPTION**

**ECC 140166**

**WHEELCHAIR ACCESSIBLE MINIVAN**

**SIDE ENTRANCE**

**OPI DSVPM 4 – DAPVS 4**

Issued on Authority of the Chief of the Defence Staff

Publiée avec l'autorisation du chef d'état-major de la Défense

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**PURCHASE DESCRIPTION**  
**FOR**  
**WHEELCHAIR ACCESSIBLE MINIVAN**

**1.0     SCOPE**

- 1.1.1   This document describes the requirements for side entry wheelchair accessible minivans.

**1.2     Intended Use**

- 1.2.1   This vehicle is to be used to transport up to two wheelchair bound passengers.

**1.3     Instructions**

- 1.3.1   Requirements, which are identified by the word "***must***", are mandatory. Deviations are not permitted.
- 1.3.2   Requirements identified by "***must***" or "***equivalent***" are mandatory. The Technical Authority will consider substitutes/alternatives for acceptance as a Technical Authority Approved Equivalent.
- 1.3.3   Requirements identified with a will define actions to be performed by Canada and require no action/obligation on the Contractor's part.
- 1.3.4   Where "***must***" or "***equivalent***", or "will" are not used, the information provided is for guidance only.
- 1.3.5   In this document "provided" means "provided and installed".
- 1.3.6   Where a standard is specified and the Contractor has offered an equivalent, that equivalent standard ***must*** be provided, upon request, at no cost to Canada, to the Technical Authority (TA), through the Contracting Authority.
- 1.3.7   Where certification is required, the Contactor **must** provide the certification or acceptable proof of compliance, upon written request from the TA. Where verification of certification is built into the equipment by means of a plaque or other means, this requirement will be accepted as met.

## 1.4 Definitions

- 1.4.1 "**Technical Authority**" means the official responsible for the technical content of this Purchase Description.
- 1.4.2 "**Equivalent**" means a standard, means, or component type, which the Technical Authority has approved for this requirement as meeting the specified requirements for fit, form, function and performance.

## 2.0 APPLICABLE DOCUMENTS

The following documents form part of this Purchase Description. Effective dates are those in effect upon the date of vehicle manufacture. Canada will not be supplying any reference documents. Sources are as shown;

- a. Canadian Motor Vehicle Safety Standards (CMVSS)

Transport Canada  
330 Sparks Street  
Ottawa, Ontario  
K1A 0N5  
<http://www.tc.gc.ca/acts-regulations/GENERAL/M/mvsa/menu.htm>

- b. CAN/CSA-D409-02

Standard for Motor Vehicles for the Transportation of  
Persons with Physical Disabilities

Standards Council Of Canada  
350 Sparks St, Suite 1200  
Ottawa, Ontario, Canada  
K1P 6N7

### 3.0 REQUIREMENTS

#### 3.1 Standard Design

- 3.1.1 The vehicle design **must**:
- a. Be one of the manufacturer's model 2017 or newer that has demonstrated industry acceptability by having been manufactured and sold commercially; and
  - b. Include all components, and accessories normally supplied for the model offered, although they may not be specifically described in this Purchase Description.

#### 3.2 Operating Conditions

- 3.2.1 The vehicle, at contractor specified GVWR/GCWR, **must** operate safely and efficiently on paved roads, in year round conditions including snow and ice in Canada.

#### 3.3 Vehicle Safety Regulations

- 3.3.1 The completed vehicle **must** meet all the requirements of the Canadian Motor Vehicle Safety Standards and Standard for Motor Vehicles for Transportation of Persons with Physical Disabilities (paragraphs 2.1.a and 2.1.b) in force at time of manufacture and **must** have the Safety Compliance Certification Label with a National Safety Mark as a seal of compliance.

#### 3.4 Minimum Features

- 3.4.1 All vehicles **must** have the following minimum features:
- a. 6 cyl engine, 240 hp;
  - b. Air bag, driver side, front passenger and third row;
  - c. Air conditioning;
  - d. Cruise control;
  - e. Brakes, 4 wheel ABS;
  - f. Block heater;
  - g. License plate holders front and rear;
  - h. Doors, powered locks;
  - i. Fuel tank capacity, minimum 75 litres;
  - j. Glass, tinted;
  - k. Power Outlet 12 volt;

- l. Radio, AM/FM CD Player;
- m. Side lift gate;
- n. Rear window defroster, wiper and washer;
- o. Front bucket seats, cloth
- p. Steering wheel tilt;
- q. Transmission, automatic;
- r. Front windows, powered;
- s. Windshield wipers intermittent; and
- t. Two Keyless entry remotes.

### **3.5      Conversion Features**

- 3.5.1 All vehicles ***must*** have the following features:
- a. Automatic, powered ramp from second row passenger side sliding door;
  - b. Passenger side ground effect with moulded running boards;
  - c. Passenger side entry for wheelchair;
  - d. Full size spare tire with cover;
  - e. Kneeling suspension;
  - f. Retractable floor-track and belt wheel chair/occupant securement system;
  - g. Two sets of tie down belts; and
  - h. Seating configuration as follows with front facing wheelchairs:



#### **4.0 INTEGRATED LOGISTICS SUPPORT**

##### **4.1 After Sales Service Support**

- 4.1.1 The Contractor **must** provide authorized warranty and service locations for both the vehicles and the wheelchair accessibility conversions.

##### **4.2 Documentation and Support Items**

- 4.2.1 Items Provided to Technical Authority.
- a. **Data Summary** A bilingual data summary **must** be provided with data in the Technical Authority provided format;
  - b. **Manuals** The following manuals **must** be provided at time of delivery of the first vehicle in paper format or digital copies that **must** be functional without the requirement for a password, an auto-run installation procedure or access to the Internet:
    - (i) OEM Owner's manual;
    - (ii) Lift operating instructions; and
    - (iii) Wheelchair loading, tie-down and safety instructions.

c. **Warranty Letter**

- (i) A paper copy of the completed bilingual warranty letter **must** be provided to the Technical Authority; and
- (ii) The warranty letter **must** include the name and contact information of the closest designated warranty provider and other designated warranty providers across Canada.

d. **Photographs**

- (i) Two (2) digital pictures, one left-front three-quarter view, and one right-rear three-quarter view must be provided;
- (ii) It is preferred that pictures have an uncluttered background; and
- (iii) Pictures must have a resolution of at least eight (8) Mega pixels.

4.2.2 Items Shipped With Each Vehicle

a. **Manuals** The following manuals **must** be provided in paper format and digital copies that **must** be functional without the requirement for a password, an auto-run installation procedure or an access to the Internet:

- (i) OEM Owner's manual;
- (ii) Lift operating instructions; and
- (iii) Wheelchair loading, tie-down and safety instructions.

b. **Warranty Letter**

- (i) A paper copy of the completed bilingual warranty letter **must** be provided;
- (ii) The warranty letter **must** include the name and contact information of the closest designated warranty provider and other designated warranty providers across Canada; and
- (iii) Designated warranty providers **must** honour the warranty letter.

4.3 **Training Package**

- 4.3.1 The Contractor **must** provide a bilingual training package detailing the proper wheelchair loading, tie-down and safety procedures for wheel chairs showing the systems used in the modified vehicle, with each vehicle. These **must** be in digital format that **must** be functional without the requirement for a password, an auto-run installation procedure or an access to the Internet.

#### **4.4 Technical Information**

- 4.4.1 The Contractor **must** provide the following information, either be in paper or electronic format, upon delivery of the first vehicle, to the Technical Authority:
- a. A unique parts list for all non-OEM ancillary equipment detailing:
    - (i) Parts description;
    - (ii) Manufacturer;
    - (iii) Manufacturer's part number;
    - (iv) Retail source of supply; and
    - (v) Contractor part number.
  - b. Wiring diagrams for all of the ancillary equipment and any changes made to the OEM wiring harness.

### **5.0 QUALITY ASSURANCE PROVISIONS**

#### **5.1 Quality System Requirements**

- 5.1.1 The Quality System **must** be in compliance with ISO 9001. The contractor **must** be responsible for the Quality System.

#### **5.2 Performance and Verification Testing**

- 5.2.1 Inspections of the up fitting process by the Technical Authority may take place at any time during the modification process at the discretion of the Technical Authority.

Appendix 1  
Annex C  
W8476-175556  
29 June 2017



**NOTICE**

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

**AVIS**

Cette documentation a été révisée par l'Autorité technique et ne contient pas de marchandises contrôlées.

**TECHNICAL INFORMATION QUESTIONNAIRE**

**ECC 140166**

**WHEELCHAIR ACCESSIBLE MINIVAN**

**REAR ENTRANCE**

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**OPI DSVPM 4 – DAPVS 4**

Issued on Authority of the Chief of the Defence Staff

Publiée avec l'autorisation du chef d'état-major de la Défense

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**TECHNICAL INFORMATION QUESTIONNAIRE  
FOR  
WHEELCHAIR ACCESSIBLE MINIVAN  
REAR ENTRANCE.**

This questionnaire covers technical information, which **must** be provided for evaluation of the configuration(s) of the vehicle(s) offered.

Where the specification paragraphs below indicate "Proof of Compliance", the "Proof of Compliance" **must** be provided for each performance requirement/specification.

Offerors should indicate the requested information and indicate the document name/title and page number where the Proof of Compliance can be found.

Definitions for *Equivalent* and *Proof of Compliance* are found in the DEFINITIONS section at the end of this document.

**OFFEROR INFORMATION**

**Offeror Name**

**Proposed Make:** \_\_\_\_\_ **Model:**

**SUPPLIER CAPABILITY EVALUATION CHECK LIST****PURCHASE DESCRIPTION PARAGRAPHS****3.1 Standard Design - Proof of Compliance**

	Found in Document Name/Title	Page Number
3.1.1a		
3.1.1b		

**3.2 Operating Conditions - Proof of Compliance**

	Found in Document Name/Title	Page Number
3.2.1		

**3.3 Vehicle Safety Regulations - Proof of Compliance**

	Found in Document Name/Title	Page Number
3.3.1		

**3.4 Minimum Features - Proof of Compliance**

	Found in Document Name/Title	Page Number
3.4		

### 3.5 Conversion Features - Proof of Compliance

	Found in Document Name/Title	Page Number
3.5a		
3.5b		
3.5c		
3.5d		
3.5e		
3.5f		

### 4.1 After Sales Support - Proof of Compliance

	Found in Document Name/Title	Page Number
4.1.1 The Contractor must provide authorized warranty and service locations for both the vehicles and the wheelchair accessibility conversions.		

## **DEFINITIONS**

***The following definitions apply to the interpretation of this Technical Information Questionnaire:***

- (a) "Equivalent" - A standard, means, or component type, which has been accepted by the Technical Authority as meeting the specified requirements for form, fit, function and performance.
- (b) "Proof of Compliance" is defined as an unaltered document, such as a brochure and/or technical literature and/or a third party test report provided by a nationally and/or internationally recognized testing facility and/or a report generated by a nationally and/or internationally recognized third party software. The document **must** provide detailed information on each performance requirement and/or specification. Where a document submitted as Proof of Compliance does not cover all the performance requirements and/or specifications or when no such document is available or when modifications to the original equipment or customization are required to achieve the performance requirements and/or specifications, a Certificate of Attestation (as a separate document) signed by a senior engineer representing the Original Equipment Manufacturer (OEM) detailing the modifications and how they meet the performance requirements and/or specifications **must** be provided. The certificate **must** detail all performance requirements and/or specifications required to substantiate compliance. One certificate can be provided for one or all performance requirements and/or specifications.

Appendix 1  
Annex B  
W8476-175556  
29 June 2017



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**AVIS**

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**TECHNICAL INFORMATION QUESTIONNAIRE**

**ECC 140166**

**WHEELCHAIR ACCESSIBLE MINIVAN**

**SIDE ENTRANCE**

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**OPI DSVPM 4 – DAPVS 4**

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**TECHNICAL INFORMATION QUESTIONNAIRE  
FOR  
WHEELCHAIR ACCESSIBLE MINIVAN**

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**OFFEROR INFORMATION**

**Offeror Name**

**Proposed Make:** \_\_\_\_\_ **Model:**

**SUPPLIER CAPABILITY EVALUATION CHECK LIST****PURCHASE DESCRIPTION PARAGRAPHS****3.1 Standard Design - Proof of Compliance**

	Found in Document Name/Title	Page Number
3.1a		
3.1b		

**3.2 Operating Conditions - Proof of Compliance**

	Found in Document Name/Title	Page Number
3.2		

**3.3 Vehicle Safety Regulations - Proof of Compliance**

	Found in Document Name/Title	Page Number
3.3		

**3.4 Minimum Features - Proof of Compliance**

	Found in Document Name/Title	Page Number
3.4		

### 3.5 Conversion Features - Proof of Compliance

	Found in Document Name/Title	Page Number
3.5a		
3.5b		
3.5c		
3.5d		
3.5e		
3.5f		
3.5g		
3.5h		

### 4.1 After Sales Support - Proof of Compliance

	Found in Document Name/Title	Page Number
4.1.1  The Contractor must provide authorized warranty and service locations for both the		

vehicles and the wheelchair accessibility conversions.		
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