



**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

Title - Sujet Chilled Water Pump Replacement	
Solicitation No. - N° de l'invitation EP635-180603/A	Date 2017-07-11
Client Reference No. - N° de référence du client 20180603	
GETS Reference No. - N° de référence de SEAG PW-\$\$HP-404-73103	
File No. - N° de dossier hp404.EP635-180603	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-08-21	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Michele Mak	Buyer Id - Id de l'acheteur hp404
Telephone No. - N° de téléphone (873) 469-3338 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: PWGSC Cliff Central Heating and Cooling Plant (CHCP) 1 Fleet Street Ottawa, Ontario Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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



Destination Code - Code destinataire	Destination Address - Adresse de la destination	Invoice Code - Code bur.-comptable	Invoice Address - Adresse de facturation
D - 1	PWGSC Cliff Central Heating and Cooling Plant (CHCP) 1 Fleet Street Ottawa, ON	EP635	DEPARTMENT OF PUBLIC WORKS AND GOVERNMENT SERV SPECIAL INITIATIVES SECTOR SECTEUR INITIATIVES SPECIALES THE NEW TWO SEVENTY ALBERT BLDG 2720 RIVERSIDE DR, TUPPER BLDG OTTAWA Ontario K1A 0S5 Canada



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	Chilled Water Pump Replacement . . Public Services and Procurement Canada requires the Chilled Water Pump Replacement Units as detailed herein, in accordance with Annex "A" attached hereto. . =====	D - 1	EP635	2	Each	\$	XXXXXXXXXXXX		See Herein	
	. All questions must be emailed to michele.mak@pwgsc.gc.ca									

REQUEST FOR PROPOSAL (RFP)

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Solicitation No. - N° de l'invitation
EP635-180603/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
hp404

Client Ref. No. - N° de réf. du client
EP635-180603

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PART 1 - GENERAL INFORMATION

1.1 Requirement

Public Services and Procurement Canada requires Two (2) Chilled Water Pump Units as detailed herein, in accordance with Annex “A” – Public Services and Procurement Canada – Chilled Water Pump Replacement Unit attached hereto.

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 Agreement on Internal Trade (AIT).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions [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 in writing 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 or Statement of Work 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)** calendar 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 (1 hard copy)

Section IV: Additional Information (1 hard copy)

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 and
- (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.

3.2 Equivalent Products

3.2.1 Products that are equivalent in form, fit, function and quality to the item(s) specified in the bid solicitation will be considered where the Bidder:

- (a) designates the brand name, model and/or part number of the substitute product;
- (b) states that the substitute product is fully interchangeable with the item specified;
- (c) provides complete specifications and descriptive literature for each substitute product;
- (d) provides compliance statements that include technical specifics showing the substitute product meets all mandatory performance criteria that are specified in the bid solicitation; and
- (e) clearly identifies those areas in the specifications and descriptive literature that support the substitute product's compliance with any mandatory performance criteria.

3.2.2 Products offered as equivalent in form, fit, function and quality will not be considered if:

- (a) the bid fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
- (b) the substitute product fails to meet or exceed the mandatory performance criteria specified in the bid solicitation for that item.

3.2.3 In conducting its evaluation of the bids, Canada may, but will have no obligation to, request bidders offering a substitute product to demonstrate, at the sole cost of bidders, that the substitute product is equivalent to the item specified in the bid solicitation.

Section II: Financial Bid



3.3 Pricing

Bidders must submit their financial bid in accordance with the Basis of Payment specified in Part 6. The total amount of applicable Taxes must be shown separately, if applicable.

The Bidder must submit firm unit prices in "Line Item Detail" only. No prices must be indicated in any other section of the bid.

3.3.1 SACC Manual Clauses

3.3.2 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:

1. Delivery

While delivery of the Chilled Water Pump Units is requested by **March 30, 2018** the best delivery that can be offered is as follows:

Item 001 – Quantity 2, Chilled Water Pump Replacement Units will be delivered within _____ calendar days from the effective date of the contract.

2. Manufacturer's Standard Warranty Period

Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the vehicle/equipment and its component that exceeds the minimum warranty period of twelve (12) months.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Bidders must submit, with their bid, the followings documents:

- 1) Annex "A" – Public Services and Procurement Canada – Chilled Water Pump Replacement Units;

4.1.1.2 Equivalent Products

Bidders proposing substitutes and/or alternatives must provide with their bid all the information requested as detailed in Part 3, "equivalent products" to be considered for evaluation.

4.1.2 Financial Evaluation

- 4.1.2.1 The purpose of the financial evaluation is to determine the lowest price using the information submitted in "Line item Detail".
- 4.1.2.2 Bids will be evaluated on an aggregate price basis for the items and quantities.

4.2 Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory requirements to be declared responsive. The responsive bid with the lowest evaluated aggregate price will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website (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](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)" list at the time of contract award.

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 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.

Green Practices within the Bidders' organization	Insert a checkmark for each criterion that is met
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

The Contractor must deliver Quantity 2, Chilled Water Pump Units in accordance with Annex "A" – Mandatory Technical Specifications - Chilled Water Pump Replacement Units.

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.

6.3. Term of Contract

6.3.1 Delivery of Equipment

Delivery of the Chilled Water Pump Units must be made as follows:

Item 001 – Quantity 2, Chilled Water Pump Replacement Units must be delivered on or before _____ (Date to be inserted by PWGSC at time of contract award.)

6.4 Authorities

6.4.1 Contracting Authority

The Contracting Authority for the Contract is:

Michele Mak
Supply Specialist
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: 873 469-3338

E-mail: Michele.Mak@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: _____
Address: _____

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:

The Technical Authority for the Contract is:

Name: _____ (To be inserted by PWGSC at time of contract award.)
Title: _____
Organization: _____
Address: _____

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

4.5.1 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 equipment offered:

Item 001

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 their obligations under the Contract, the Contractor will be paid 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.

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

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

6.5.2 SACC Manual Clauses

H1000C Single Payment 2008-05-12

6.5.3 Exchange Rate Fluctuation Adjustment

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:

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

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 16:30 rate as published by the Bank of Canada on the solicitation closing date.
5. For goods, the exchange rate for adjustment will be the 16:30 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 16:30 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 16:30 rate on the date the payment was due. The most recent 16:30 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

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

Invoices must be distributed as follows:

- a) The original and one copy of the Contractor's own invoice must be forwarded by mail to:

PSPC/SPAC
Special Initiatives Sector
2720 Riverside Drive, Tupper Bldg
Ottawa ON K1A 0S5

- b) One copy of all invoices to the PWGSC Contracting Authority.

6.7 Certifications

6.7.1 Compliance

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

6.8 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in 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) the general conditions 2010A (2016-04-04) General Conditions - Goods (Medium Complexity);
- (c) Annex "A" – Public Services and Procurement Canada – Chilled Water Pump Replacement Units Specifications;
- (d) the Contractor's bid dated _____.

6.10 SACC Manual Clauses

The following clauses set out in the SACC Manual must form part of this Contract:

A1009C	Work Site Access	2008-05-12
A9068C	Government Site Regulations	2010-01-11
B1505C	Shipment of Hazardous Materials	2006-06-16
G1005C	Insurance	2008-05-12

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 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 Public Services and Procurement Canada personnel at the final delivery location.

Any attempt by the carrier to deliver equipment will be refused unless arrangements have been made for authorized, qualified personnel to be available to perform inspections and to accept the delivery (Please give at least one week notice in order to make delivery arrangements). When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable to pay for additional costs.

6.13 Shipping Instructions - Delivery at Destination

The Contractor must ship the goods prepaid DDP - Delivered Duty Paid to:

PSPC
PWGSC
Cliff Central Heating and Cooling Plant (CHCP)
1 Fleet Street
Ottawa, ON

Unless otherwise directed, delivery must be made by the most economical means. 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.

Item 001 - the contact person for delivery is: _____ **(to be inserted by PWGSC at time of contract award).**

6.14 Material

Material supplied must be new, unused and of current production by manufacturer.

6.15 Packaging

Solicitation No. - N° de l'invitation
EP635-180603/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
hp404

Client Ref. No. - N° de réf. du client
EP635-180603

File No. - N° du dossier
hp404 EP635-180603

CCC No./N° CCC - FMS No/ N° VME

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).

6.16 Warranty

The manufacturer's standard warranty of **(to be inserted by PWGSC at time of contract award)**(_____ months as administered through the designated dealer or authorized agent apply.

Annex “ A” - EP635-180603/A

Mandatory Technical Specifications

Chilled Water Pump Replacement
Public Services and Procurement Canada

MANDATORY TECHNICAL SPECIFICATIONS

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1. PART 1 – GENERAL INFORMATION

1.1. SUMMARY

1.1.1. Public Works Government Services of Canada have to replace two chilled water pumps in its Cliff cooling and heating plant in Ottawa. The pumps are part of the secondary chilled water loop in a district heating application and are running in parallel with three other pumps.

1.1.2. This document is a request for proposal for the supply of two split casing double inlet centrifugal pumps with required base frames. The vendor must comply with the requirements of this section, in addition to any other requirements specified in the contract.

1.2. SUPPLIER AND FABRICATOR

1.2.1. The pump supplier, if a distributor, must verify that the manufacturer is recognized and competent to provide all labor, materials, equipment, accessories and anything else necessary to design, manufacture, deliver the pumps on site.

1.2.2. The supplier is responsible for enforcing the requirements stipulated by the manufacturer(s) when assembling the package.

1.3. REFERENCES

1.3.1. AFBMA - Anti-Friction Bearing Manufacturers Association

1.3.2. ANSI - American National Standards Institute

1.3.3. ASME - American Society of Mechanical Engineers

1.3.4. ASTM - American Society for Testing and Materials

1.3.5. HI - Hydraulic Institute Standards

1.3.6. SSPC - Steel Structures Painting Council

1.3.7. CSA

1.4. SYSTEM DESCRIPTION

1.4.1. Two double suction split casing pumps complete with base frames. The scope of supply of the Vendor shall include, but not be limited to, the following:

1.4.1.1. Pump assembly;

1.4.1.2. Coupling guards and couplings for motor;

1.4.1.3. Seals;

1.4.1.4. Base frames (sized for next size motor)

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- 1.4.1.5. Spacer blocks
- 1.4.1.6. Welder brackets complete with adjusting set screws for alignment at site
- 1.4.1.7. The Vendor must include all special maintenance tools required
- 1.4.2. The works not included in the Vendors scope include:
 - 1.4.2.1. Installation;
 - 1.4.2.2. Foundation work and supply of anchor bolts.
 - 1.4.2.3. AC Motors and variable frequency drives

1.5. DOCUMENTS TO BE SUBMITTED BY VENDOR

The vendor shall provide the following for each pump:

- 1.5.1. Dimensional drawing(s) of the pump and base frame assembly;
- 1.5.2. Cross sectional drawing showing details of pump construction;
- 1.5.3. Pump curves;
- 1.5.4. Completed pump data sheets;
- 1.5.5. Seal water requirements, if applicable;
- 1.5.6. Schematic of recommended seal water piping arrangement, if applicable;
- 1.5.7. Complete list of parts for the pump assembly and associated equipment;
- 1.5.8. Foundation loads for pump and motor assembly.
- 1.5.9. Coupling details;
- 1.5.10. Recommended spare parts list;
- 1.5.11. Installation, operation and maintenance manuals.
- 1.5.12. Delivery Schedule

Clear and complete list of any and all exclusions from the specification requirements

Preliminary drawings and documentation shall be submitted within one week of the Purchase Order award date. Certified information shall be submitted within three weeks of the Purchase Order award date.

Certified test reports, inspection reports, and material records shall be submitted prior to shipment.

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1.6. PERFORMANCE GUARANTEE

- 1.6.1. The vendor must stipulate that the Vendor will provide a performance guarantee of the equipment, all their components and accessories, and he must stipulate the time limit on the guarantee.

1.7. VENDOR DRAWINGS

- 1.7.1. Proposal shall include six (6) prints for all required preliminary drawings, six (6) copies of approval drawings and all final certified drawings. Drawings in electronic format will be required as AutoCad 2010 files as a minimum, 3D-model may also be submitted.

2. DESING BAISIS OF EQUIPMENT

2.1. PUMP

The two pumps must be of the double suction split casing pumps complete with base frames.

2.2. Equipment data is as per table below:

DATA SHEET		
Number of units required: 2		
Manufacturer and Model No.		
Service	Chilled Water Pumps	
Equipment No.	P2, P6	
Number of pumps	2	
Pump Type	Double Suction Horizontal Split Casing	
Minimum Flow rate per pump (@ 42 ft TDH)	340 / 1500	m ³ /h / US GPM
Maximum Flow Rate per pump (@ 265 ft TDH)	1953 / 8600	m ³ /h / US GPM
Total dynamic head at maximum flow	81 / 265	m / ft
Type of fluid pumped	CHILLED WATER	
Pumping temperature	0.56 – 4.5 / 33 - 40	° C / ° F
Specific gravity	1.0	

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Suction pressure (gauge)	95 ± 10 / 315 ± 35	m / ft
Suction diameter		
Discharge diameter		
Flange Rating (@ 10 °C)	285	psig
Maximum Casing Pressure / Test Pressure	250 / 375	psig
Impeller Diameter	(TBE by Vendor)	
NPSH required (measured at centerline of suction flange)	(TBE by Vendor)	m / ft
Material of Construction Casing	Cast Iron	
Shaft	Carbon Steel	
Impeller	Bronze	
Shaft Sleeve	(to be recommended by Vendor)	
Pump Total Weight		lbs
Brake horsepower		
Pump efficiency		
Speed		rpm
Impeller Diameter		
Pump driver		
Motor Hp		
Motor Frame		
Motor Type	Must be TEFC	
Base Frame Size	(to accommodate next larger size motor)	
Voltage to consider in design	Medium Voltage 4.16 kV	
Drive	AC drive	

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- 2.2.1. Pumps must be of heavy duty design for industrial plants and of the double suction type.
- 2.2.2. The pumps must be built with horizontally split casing and designed for removal of impellers, shaft, bearings, etc. without disassembly of suction or discharge piping.
- 2.2.3. The pumps must be capable of operating at the design duty point at the operating conditions listed in the table below.
- 2.2.4. At design condition, pump impellers shall be sized for not more than 85% of full diameter.
- 2.2.5. Rotating elements must be designed for operation at not more than 70% of first critical speed.
- 2.2.6. The materials of construction shall be as specified in the table below unless better materials are offered in lieu of materials specified.
- 2.2.7. Both pumps shall be identical and all component parts for the same end function shall be interchangeable.
- 2.2.8. Pump casings must be foot mounting on base frames, and shall be self-venting with fully confined gasket. A casing drain tap shall be incorporated in the design. Discharge and suction flanges shall be drilled to ANSI rating dimensions unless otherwise noted.
- 2.2.9. Pump impeller must be one-piece cast. The impeller must be dynamically balanced with smooth contoured surfaces to permit free flow. Impeller must be positively secured to the shaft.
- 2.2.10. Pump shafts must be accurately machined, ground, and sized to withstand loads imposed by continuous operation at any point throughout the pump curve range, plus allowance for ample safety factors. Shaft sleeves, if supplied, must be positively secured to the shaft.
- 2.2.11. Bearing frames shall be heavy cast construction containing oil reservoir. The radial bearing shall be single row and inboard mounted. The thrust bearing shall be double row, shouldered, and mounted outboard.
- 2.2.12. A flexible spacer type coupling must be provided between pump shaft and motor shaft. The coupling half must be shop fitted on the shaft. A safety guard must be provided around the rotating coupling. Guards must meet the requirements of all applicable safety standards, more specifically OSHA. Spacer coupling must be designed to allow for the removal of impeller without removing pump suction and discharge piping and without removing the motor.
- 2.2.13. The pump must be mounted on a fabricated steel base frame sized for the next larger size of motor frame. Base frame must be complete with drip rim, drain connection, spacer blocks, and vent holes for grouting. Base frame must be designed to suit T-frame motors as well as to suit the U-frame motors.

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- 2.2.14. The fabricated steel base frames must be of substantial construction and stress-relieved as to prevent any distortion during transit, installation, alignment and operation. Shimming under pump casing will not be allowed.
- 2.2.15. Generally, pumps offered will be sized so that operating point will be in the mid-range of characteristic curves and reasonably close to maximum efficiency. No impeller shall be sized larger than 85% of maximum.
- 2.2.16. The assembled rotor must be dynamically balanced. The unfiltered vibration measured on the shaft during the shop test at the rated speed and capacity $\pm 1\%$ shall not exceed velocity of 0.25" per second peak, nor exceed a displacement of 2.5 mils peak to peak (including shaft run-out), or 1.25 mils peak to peak for speeds greater than 1,800 rpm. The supplier must demonstrate that the pumps can operate at the quoted minimum continuous flow without exceeding the vibration limit. Pumps must operate smoothly throughout their speed range in reaching rated speed.
- 2.2.17. The acceptable noise level must be less than 80 dBA measured as per OSHA under any operating conditions.
- 2.2.18. All pumps will have suitably drilled, tapped and plugged suction and discharge gauge taps.
- 2.2.19. Impeller wear rings must be available.
- 2.2.20. Vendor shall offer heaviest duty shafts, bearings and bearing frames, and minimum number of different bearing frame sizes in order to minimize spare part inventory. Pump shafts must be properly filleted at all changes in diameter and at keyways. Provision for keeping the shaft dry is preferred. Shaft sleeves shall be 400 - 500 Brinnell hardness.
- 2.2.21. Pump Sealing Arrangements
 - 2.2.21.1. Vendors shall supply optional pricing for two types of pump sealing arrangements:
 - 2.2.21.2. Mechanical Seals: Preferred seals Manufacturers are John Crane and Durametallic.
 - 2.2.21.3. Dynamic Seals: Manufacturer's own design.
- 2.2.22. All pumps to be supplied with oil lubricated bearings. Constant level sight glass oilers shall be provided. Bearings shall be anti-friction type with a minimum operating life of 100,000 hours.

2.3. PAINTING, AND SURFACE PREPARATION

- 2.3.1. Surface preparation and painting shall be in accordance with the attached Paint Standards 2C-03-0 and 2S-40.01.

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2.4. TAGGING

All equipment furnished shall be tagged for field identification with the Owner's equipment number. The pump nameplate must bear, as a minimum,:

- 2.4.1. The pump model number
- 2.4.2. The maximum design flow
- 2.4.3. The maximum head and corresponding speed
- 2.4.4. The impeller trim

2.5. TESTING AND INSPECTION

- 2.5.1. Pumps shall be given hydrostatic (casing only) and mechanical running tests in the Vendor's shop. Test reports shall be submitted to the Purchaser.

3. EQUIPMENT INSTALLATION

3.1. OPERATION

- 3.1.1. The vendor shall indicate the "minimum continuous flow point" on the pump curves and guarantee no significant vibration or cavitation will occur at conditions equal to or greater than this flow.

3.2. LOCATION

- 3.2.1. The Pumps will be located on the Chiller side of the Cliff Plant and inside the building, the drive controls will be in the electrical room – refer to attached sketch A0-1510789400-M-901 RevP0.

3.2.2. INSULATION

- 3.2.2.1. The Vendor shall supply for the pumps pre-molded removable insulation suitable for anti-sweat and energy conservation for Chilled Water at 33 °F (0.56 °C).

3.2.3. PRODUCT HANDLING AND PACKAGING

- 3.2.3.1. The product will be shipped to the following address: Cliff CHCP, 1 Fleet Street, Ottawa, Ontario, Canada.
- 3.2.3.2. Equipment shall be packaged for protection against damage during shipment and for on-site storage for at least a six-month period.
- 3.2.3.3. Heavy wood blanks shall be secured to nozzle flanges. Wood covers shall be one size larger than the flange diameter.
- 3.2.3.4. All machined surfaces shall be coated with a readily removable rust preventative coating and properly protected against damage during shipment.
- 3.2.3.5. All threaded openings shall be plugged or capped.

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- 3.2.3.6. All submittals, correspondence, drawings, invoicing, and other communication shall bear this equipment number in addition to the purchase order number, the client name, the project name, and the project location.

3.2.4. ACCEPTANCE

- 3.2.4.1. The pumps will be installed by others. Once all the work is completed, the Vendor shall cooperate with the Purchaser to perform all tests deemed necessary to assess the functioning and overall performance of the various pieces of equipment, and will, at his expense, make the appropriate changes and adjustments required, until the installation is considered effective and fully functional. The Purchaser will not accept the equipment until this condition has been fulfilled.