



National Defence

Défense nationale

National Defence Headquarters  
Ottawa, Ontario  
K1A 0K2

Quartier général de la Défense nationale  
Ottawa (Ontario)  
K1A 0K2

## REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

### 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

#### Proposal To: National Defence 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 and services listed herein and on any  
attached sheets at the price(s) set out therefore.

#### Proposition à : Défense nationale 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 et services énumérés ici et sur toute feuille  
ci-annexée, au(x) prix indique(s).

<b>Title/Titre</b> Laboratory Two Rolls Open Mill	<b>Solicitation No – N° de l'invitation</b> W8486-162850/C
<b>Date of Solicitation – Date de l'invitation</b> 2017-07-21	
<b>Address Enquiries to – Adresser toutes questions à</b>  <b>Annick Barabé</b> <b>annick.barabe@forces.gc.ca</b>	
<b>Telephone No. – N° de téléphone</b> 819-939-8688	<b>FAX No – N° de fax</b> 819-994-7659
<b>Destination</b> See Herein Ci-Joint	

#### Instructions:

**Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.**

**Instructions: Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.**

#### Solicitation Closes – L'invitation prend fin

At – à : 14 :00 EDT

On - le : September, 05, 2017

Delivery required - Livraison exigée	Delivery offered - Livraison proposée
Vendor Name and Address - Raison sociale et adresse du fournisseur	
Name and title of person authorized to sign on behalf of vendor (type or print) - Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'imprimerie)	
Name/Nom _____	Title/Titre _____
Signature _____	Date _____

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## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION</b> .....	<b>4</b>
1.1 SECURITY REQUIREMENTS .....	4
1.2 STATEMENT OF REQUIREMENT .....	4
1.3 DEBRIEFINGS .....	4
1.4 TRADE AGREEMENTS .....	4
<b>PART 2 - BIDDER INSTRUCTIONS</b> .....	<b>4</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....	4
2.2 SUBMISSION OF BIDS.....	5
2.3 ENQUIRIES - BID SOLICITATION.....	5
2.4 APPLICABLE LAWS.....	5
<b>PART 3 - BID PREPARATION INSTRUCTIONS</b> .....	<b>6</b>
3.1 BID PREPARATION INSTRUCTIONS .....	6
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION</b> .....	<b>7</b>
4.1 EVALUATION PROCEDURES.....	7
4.2 BASIS OF SELECTION.....	7
<b>PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION</b> .....	<b>7</b>
5.1 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION .....	8
<b>PART 6 - RESULTING CONTRACT CLAUSES</b> .....	<b>8</b>
6.1 SECURITY REQUIREMENTS .....	8
6.2 STATEMENT OF WORK.....	9
6.3 STANDARD CLAUSES AND CONDITIONS.....	9
6.4 TERM OF CONTRACT .....	9
6.5 AUTHORITIES .....	10
6.6 PAYMENT .....	10
6.7 INVOICING INSTRUCTIONS .....	11
6.8 CERTIFICATIONS .....	11
6.9 APPLICABLE LAWS.....	11
6.10 PRIORITY OF DOCUMENTS .....	11
6.11 INSURANCE .....	12
6.12 DEFENCE CONTRACT .....	12
6.13 PREPARATION FOR DELIVERY .....	12
6.14 SACC MANUAL CLAUSES .....	12
<b>ANNEX "A"</b> .....	<b>13</b>
STATEMENT OF WORK .....	13
<b>ANNEX "B"</b> .....	<b>23</b>
PRICING SCHEDULE .....	23
<b>ANNEX "C"</b> .....	<b>25</b>
MANDATORY TECHNICAL EVALUATION CRITERIA.....	25
<b>ANNEX "D"</b> .....	<b>28</b>

---

SECURITY REQUIREMENTS CHECK LIST (SRCL).....	28
<b>ANNEX "E" TO PART 3 OF THE - BID SOLICITATION .....</b>	<b>32</b>
ELECTRONIC PAYMENT INSTRUMENTS.....	32

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

1. Before award of a contract, the following conditions must be met:
  - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
  - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
  - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

### **1.2 Statement of Requirement**

The work is detailed in para.6.2

#### **1.2.1 Delivery Requirement**

Delivery is requested to be completed by January 30, 2018.

### **1.3 Debriefings**

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

### **1.4 Trade Agreements**

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-Chile Free Trade Agreement (CCFTA), the Canadian Free Trade agreement (CFTA), the Canada-Peru Free Trade Agreement (CPFTA), the Canada-Columbia Free Trade Agreement (CCoIFTA), the Canada-Panama Free Trade Agreement (CPanFTA), the Canada-Honduras Free Trade Agreement (CHFTA), and the Canada-Korea Free Trade Agreement (CKFTA)."

## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and->

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guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

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

The 2003 (2016-04-04) Standard Instructions – Goods and Services – Competitive Requirements, are incorporated by reference into and form part of the bid solicitation, with the following modifications:

- a) Section 02, Procurement Business Number is deleted in its entirety.
- b) Section 20, Further Information is deleted in its entirety.

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

Delete: 60 days  
Insert: 90 days

## **2.2 Submission of Bids**

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

Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC or by email will not be accepted.

## **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

## **2.4 Applicable Laws**

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

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

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## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

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

Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (2 hard copies)

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

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

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

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

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

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

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

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

- a) Bidders must submit their financial bid as follows:

Bidders must submit firm prices, Delivered Duty Paid (DDP) at 45 Sacré-Coeur, Gatineau, Québec, Canada Incoterms 2010, Applicable Taxes excluded. The total amount of Applicable Taxes must be shown separately.

- b) Bids must be submitted in Canadian dollars.
- c) Blank Prices : Bidders are requested to insert "\$0.00" for any item for which it does not intend to charge or for items that are already included in other prices set out in Annex B. If the Bidder leaves any price blank, Canada will treat the prices as "\$0.00" for evaluation purposes and may request that the Bidder confirm that the price is, in fact, \$0.00. No bidder will be permitted to add or change a price as part of this confirmation. Any bidder who does not confirm that the price for a blank item is \$0.00 will be declared non-responsive.

### **Section III: Certifications**

Bidders must submit the certifications and additional information required under Part 5.

#### **3.1.1 Electronic Payment of Invoices – Bid**

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

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

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

#### **3.1.2 Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

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

The following Mandatory requirements must be submitted with the bid for evaluation, Technical compliance (description of equipment as specified in Annex A and Annex C herein).

#### **4.1.2 Financial Evaluation**

The price of the bid will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) at (45 Sacré-Coeur, Gatineau, Québec, Canada) Incoterms 2010, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

### **4.2 Basis of Selection**

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price on an aggregate basis as per Annex B 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 otherwise specified, 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 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.

### 5.1.1 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.

### 5.1.2 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](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969#afed) website ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969#afed](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969#afed)).

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

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

6.1.1 The following security requirements (SRCL and related clauses provided by ISP) apply and form part of the Contract.

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid **Designated Organization Screening (DOS)**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC.

3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
  - (a) Security Requirements Check List and security guide (if applicable), attached at Annex D;
  - (b) Industrial Security Manual (Latest Edition).

## 6.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

## 6.3 Standard Clauses and Conditions

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

### 6.3.1 General Conditions

[2010A](#) (2016-04-04), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract, with the following modifications:

- a. Definition of Minister is modified as follows:

"Canada", "Crown", "Her Majesty" or "the Government" means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister.

#### 6.3.1.1 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

## 6.4 Term of Contract

### 6.4.1 Delivery Date

All the deliverables must be received on or before \_\_\_\_\_.

### 6.4.2 Delivery Points

Goods must be consigned and delivered to the destination specified in the contract:

1. Incoterms 2010 "DDP Delivered Duty Paid" 45 Sacré-Coeur, Gatineau, Québec, Canada.

Services will be delivered at the location specified in the Statement of Work.

## **6.5 Authorities**

### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

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

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

Public Works and Government Services Canada  
Acquisitions Branch

Directorate: \_\_\_\_\_

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

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

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

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

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

### **6.5.2 Technical Authority**

The Technical Authority for the Contract is:

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

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

Organization: \_\_\_\_\_

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

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

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

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

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.

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

## **6.6 Payment**

### **6.6.1 Basis of Payment**

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In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s), as specified in Annex B for a cost of \$ \_\_\_\_\_ as specified in Annex B. Customs duties are excluded and Applicable Taxes are extra.

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

### **6.6.2 Single Payment**

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

### **6.6.3 Electronic Payment of Invoices – Contract**

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

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

### **6.7 Invoicing Instructions**

Invoices must be distributed as follows:

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

### **6.8 Certifications**

#### **6.8.1 Compliance**

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

### **6.9 Applicable Laws**

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

### **6.10 Priority of Documents**

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2016-04-04) General Conditions – Goods (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) the Contractor's bid dated \_\_\_\_\_.

## **6.11 Insurance**

SACC Manual clause [G1005C](#) (2016-01-28), Insurance – No specific Requirement

## **6.12 Defence Contract**

SACC Manual clause [A9006C](#) (2012-07-16) Defence Contract

## **6.13 Preparation for Delivery**

### **6.13.1 Packaging Requirement using Specification D-LM-008-036/SF-000**

The Contractor must prepare item number(s) \_\_\_\_\_ for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification *D-LM-008-036/SF-000*, DND Minimum Requirements for Manufacturer's Standard Pack.

The Contractor must package item number(s) \_\_\_\_\_ in quantities of \_\_\_\_\_ by package.

## **6.14 SACC Manual Clauses**

SACC Manual clause [A2000C](#) (2006-06-16), Foreign Nationals (Canadian Contractor)

SACC Manual clause [A2001C](#) (2006-06-16), Foreign Nationals (Foreign Contractor)

SACC Manual clause [D2000C](#) (2007-11-30), Markings

SACC Manual clause [D2001C](#) (2007-11-30), Labelling

SACC Manual clause [D2025C](#) (2013-11-06), Wood Packing Materials

SACC Manual Clause [D5545C](#) (2010-08-16) ISO 9001:2008 – Quality Management Systems – Requirements (QAC C)

**ANNEX "A"**

**STATEMENT OF WORK**

# **ANNEX A**

## **Statement of Work (SOW)**

### **Laboratory Two Roll Open Mill**

**Customer Control Number:** AP268917045RP002

**DND Document #:** RDIMS # 4654175

**Date:** 29 June 2017

Prepared by:

QETE 3-5  
Department of National Defence  
Quality Engineering Test Establishment  
NPB, 45 blvd Sacré Coeur  
Gatineau, QC J8X 1C6



**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.

## TABLE OF CONTENTS

<u>1. SCOPE.....</u>	<u>15</u>
<u>1.1. Objective.....</u>	<u>15</u>
<u>1.2. Background.....</u>	<u>15</u>
<u>1.3. Terminology.....</u>	<u>15</u>
<u>2. REFERENCE DOCUMENTS.....</u>	<u>15</u>
<u>3. REQUIREMENTS.....</u>	<u>16</u>
<u>3.1. Scope of Work.....</u>	<u>16</u>
<u>3.2. Tasks.....</u>	<u>17</u>
<u>3.3. Constraints.....</u>	<u>20</u>
<u>3.4. Support Provided by Canada.....</u>	<u>20</u>
<u>3.5. Time Frame and Delivery Dates.....</u>	<u>21</u>
<u>3.6. Contractor Qualifications.....</u>	<u>21</u>
<u>4. DELIVERABLES.....</u>	<u>21</u>

## SCOPE

### 1.1. Objective

1.1.1. The purpose of this Statement of Work (SOW) is to define the technical requirements for a Laboratory Two Roll Open Mill.

### 1.2. Background

1.2.1 The Quality Engineering Test Establishment (QETE) is a field unit within the Canadian Armed Forces (CAF) with the mandate to provide the Department of National Defence (DND) and the CAF with specialized, technology-based test and investigative services required to support engineering decisions throughout all phases of materiel acquisition and support. QETE provides technical advice and consultation, material evaluation, investigation and analysis, calibration and measurement, in the domains of mechanical and materials engineering, applied science, electrical engineering, measurement science and imagery.

1.2.2 The mill is essential in order to prepare rubber compounds used in test and evaluation programs. The mill can be used to mix rubber formulations as well as for the preparation of unvulcanized rubber sheets for mold curing. This new acquisition is needed to replace the current rubber mill which was purchased over 50 years ago.

### 1.3. Terminology

ASTM	American Society for Testing and Materials
CAF	Canadian Armed Forces
CSA	Canadian Standards Association
DND	Department of National Defence
CSA	Canadian Standards Association
IEC	International Electrotechnical Commission
ISO	International Organization for Standardization
NPB	National Printing Bureau
OEM	Original Equipment Manufacturer
QETE	Quality Engineering Test Establishment

Table 1-1 Acronyms and Abbreviations

## 2. REFERENCE DOCUMENTS

2.1. The latest version of the following standards, references and documents apply to this SOW:

(a) ISO/IEC 17025, General requirements for the competence of testing and calibration laboratories.

(b) Canadian Electrical Code.<sup>1</sup>

(c) ASTM D3182 - Standard Practice for Rubber – Materials, Equipment, and Procedures for Mixing Standard Compounds and Preparing Standard Vulcanized Sheets.

### 3. REQUIREMENTS

#### 3.1. Scope of Work

3.1.1. The contractor must provide a complete operational Laboratory Two Roll Open Mill system that meets all mandatory requirements.

3.1.2. The Equipment is defined as a Laboratory Two Roll Open Mill and all associated accessories.

3.1.3. General Requirements:

3.1.3.1. All electrical components of the Equipment must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.

3.1.3.2. The Equipment must be capable of meeting the requirements of Section 6.1 of ASTM D3182.

3.1.3.3. The Equipment must be capable of rubber mixing according to the procedures specified in ASTM D3182 Section 7.1.

3.1.3.4. The Equipment must meet the more stringent of the technical specifications stated in this Statement of Work or the manufacturer's published specifications.

3.1.3.5. The Equipment must meet the manufacturer's published specifications for any functional or performance parameter not specified in this Statement of Work.

3.1.4. Technical Requirements

3.1.4.1. The Mill must have chrome finished rolls having diameters of 150 mm to 155 mm (5.9 inches to 6.1 inches).

3.1.4.2. The Mill must be equipped with retaining guides (also known as stock guides) with a distance between the guides at the nip of 250 mm to 280 mm (10 inches to 11 inches) in accordance with Section 6.1 of ASTM D3182. A Mill with longer rolls is acceptable if adjustable guides are provided to bring the distance between guides to the specified range.

3.1.4.3. Each mill roll must be driven by a motor possessing at least 4 kW of power.

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<sup>1</sup> <http://www.csagroup.org/services/codes-and-standards/installation-codes/canadian-electrical-code/>

- 3.1.4.4. Each motor must allow for independent variation of the mill roll speeds.
  - 3.1.4.5. A speed of  $24 \pm 0.5$  rpm must be attainable for the slow roll.
  - 3.1.4.6. A friction ratio between the slow and fast roll of 1:1.4 must be achievable.
  - 3.1.4.7. The clearance between rolls must be adjustable from 0.6 mm to 8.0 mm.
  - 3.1.4.8. The tolerance on a roll clearance must be  $\pm 10\%$  or 0.1 mm, whichever is larger.
  - 3.1.4.9. A means to measure and display the roll clearance must be provided.
  - 3.1.4.10. A means and method of self-lubrication of the mill gears and bearings must be provided.
  - 3.1.4.11. A self-contained temperature controller system using a heating and cooling medium must be in place with required connections to allow circulation within the two mill rolls.
  - 3.1.4.12. A temperature control system must be in place that allows for mill rolls to be adjusted from room temperature ( $21^{\circ}\text{C}$ ) up to  $100^{\circ}\text{C}$ .
  - 3.1.4.13. A temperature control system must be in place that allows for the mill rolls to be set at a specified temperature with an accuracy of  $\pm 5^{\circ}\text{C}$ .
  - 3.1.4.14. An adjustable control panel must be provided that allows the full control of the settings and the operation of the system.
  - 3.1.4.15. The Equipment must include the necessary safety features normally installed on two roll open mills, including but not limited to:
    - (a) a safety cage over the two rolls;
    - (b) knee brakes on both sides of the mill; and
    - (c) an emergency stop button.
  - 3.1.4.16. The Equipment must be able to operate on the power supply available at the installation site of 208V/ 60 Hz.
- 3.1.5. Accessories
- 3.1.5.1. A stainless steel tray that fits under the two rolls must be provided.
  - 3.1.5.2. The tools required for the operation of the Equipment must be provided.
  - 3.1.5.3. The tools required for the operator/preventive maintenance of the Equipment must be provided.

3.1.5.4. The tools required for the calibration of the Equipment must be provided.

## 3.2. Tasks

### 3.2.1. Installation and Commissioning

3.2.1.1. The Contractor must install the Equipment in QETE's facilities at the National Printing Bureau building at 45 Sacré-Coeur Blvd, Gatineau, Québec.

3.2.1.2. The Contractor must perform all actions needed to commission the Equipment for operational use by QETE staff. Commissioning includes conducting all visual inspections, system checks, tests and any other activities specified by the manufacturer's standard operating procedures for commissioning new equipment to ensure that the Equipment will function in accordance with the requirements of this SOW as well as the manufacturer's specifications.

3.2.1.3. The installation, levelling, securing, initial start-up, and calibration of Equipment must be performed by the Contractor's authorized factory service representatives (FSRs).

3.2.1.4. The Contractor must supply all tools and supplies needed by the Contractor's FSRs to complete the installation.

### 3.2.2. Training – The Contractor must provide the following training services and products:

3.2.2.1. Provide on-site training in English on the proper operation and maintenance of the Equipment for up to five personnel;

3.2.2.2. Training will be delivered in the QETE Polymer and Textile Science Laboratory following the commissioning of the Equipment and at a minimum will include an overview of the Equipment, its operation, safety features, maintenance to be performed by the operator, and a hands-on tutorial using the delivered Equipment and test scenarios to be provided by QETE; and

3.2.2.3. The Contractor will provide the following training documentation:

(a) Training Summary Report that identifies all students who participated in the training, the date(s) and location(s) of the training, and the instructor(s), and

(b) Training Certificate for each student that identifies the student's name and organization, the training activity, the date(s) and location(s) of the training, the approved training organization's name, logo, and authorized signature.

### 3.2.3. Technical Service Support

- 3.2.3.1. Availability – The Contractor must:
- (a) certify that full service support and replacement parts are available for a period of ten years following the date of delivery of the Equipment; and
  - (b) without limiting the generality of Section 3.2.3.1.(a), provide Canada with a one year written notification prior to the Equipment parts no longer being available, and failing such notification, the Contractor must provide Canada sufficient notice to ensure that Canada may purchase the parts that are no longer available.
- 3.2.3.2. Service Desk – A support service desk function must be provided to help Canada in answering questions with respect to the Equipment that includes, at a minimum:
- (a) telephone technical support between the hours of 08:00 and 17:00 (Eastern Time), Monday to Friday, excluding public holidays;
  - (b) e-mail technical support with a response within 48 hours excluding weekends and public holidays; and
  - (c) on-line help resources, including contact information, product information and documentation downloads (e.g. product brochures, technical manuals).
- 3.2.3.3. Product Notifications – Canada must be advised in writing as soon as reasonably possible in the event of:
- a. any safety-related product recalls or advisories, component defects, and other similar events;
  - b. any security vulnerabilities that are subsequently discovered;
  - c. any hidden or previously unknown defects that are subsequently discovered that may adversely affect product performance and/or functionality; and
  - d. updates to software and product manuals.
- 3.2.4. Equipment Certifications
- 3.2.4.1. Certificate of Calibration – The Contractor must provide a Certificate of Calibration for a Traceable Calibration for the Equipment. The Traceable Calibration must include.
- a) a verification that the performance of the delivered equipment meets factory specifications;
  - b) traceability to a National Metrology Institute; and
  - c) a compliant Certificate of Calibration containing the information listed in ISO/IEC 17025 (latest version).

- 3.2.4.2. Certificate of Conformance – The Contractor must provide a Certificate of Conformance to attest that the delivered equipment has been manufactured according to the Contractor's published specifications and has been verified to function as designed. The Certificate must identify the location and date of completion of manufacturing and must be signed by an authorized representative of the manufacturer.
- 3.2.4.3. Statement of Compliance – The Contractor must provide a Statement of Compliance to attest that the delivered equipment meets the requirements of the Contract. The Statement of Compliance may be provided within the Certificate of Conformance or as a separate document.
- 3.2.4.4. Statement of Continued Production and Support – The Contractor must provide a Statement of Continued Production to attest that the equipment is neither manufacturer-discontinued nor is there an intent to discontinue the manufacturing of the Equipment within two (2) years. The Statement must also attest that the Contractor will continue to provide technical service support and spare parts supply for a minimum of ten years following delivery of the Equipment.
- 3.2.5. Equipment Documentation – The Contractor must provide the following documentation in support of the delivered Equipment:
  - 3.2.5.1. User Operations Manual – provides detailed information about the functionality and operation of the Equipment and the care and maintenance of the Equipment that is normally performed by the user.
  - 3.2.5.2. Maintenance Manual – provides detailed information and instructions for preventive and corrective maintenance.
  - 3.2.5.3. Calibration Instructions – provide step-by-step guidance on how to calibrate the Equipment.
  - 3.2.5.4. Any updates during the period of the Contract to the above documents that impact the operation, maintenance and calibration of the delivered Equipment.
- 3.3. Constraints
  - 3.3.1. All on-site work to deliver, install, test, commission, maintain, and calibrate the Equipment and to train QETE personnel must be performed during normal business hours (Monday to Friday, 08:00 to 17:00).
- 3.4. Support Provided by Canada
  - 3.4.1. Canada will provide the Contractor with:

- 3.4.1.1. Access to the job site;
- 3.4.1.2. Access to electric power; and
- 3.4.1.3. On-site parking at the Contractor's expense.

3.5. Time Frame and Delivery Dates

- 3.5.1. Equipment delivery – within 24 weeks after contract award;
- 3.5.2. Equipment documentation – at the time of Equipment delivery;
- 3.5.3. Installation and commissioning of Equipment – within 30 days after Equipment delivery;
- 3.5.4. Training – at the time of installation and commissioning of the Equipment; and
- 3.5.5. Certifications – at the time of Equipment commissioning.

3.6. Contractor Qualifications

- 3.6.1. The Contractor must be an approved supplier of Original Equipment Manufacturer (OEM). If the Contractor is not the OEM, then the Contractor must provide a letter from the OEM confirming that the Contractor is an approved supplier.
- 3.6.2. Personnel delivering training must be factory-trained representatives or must be approved as qualified trainers or by the Original Equipment Manufacturer.

**4. DELIVERABLES**

4.1 Equipment:

No.	Deliverable Item	Qty	Notes
1	Laboratory Two Roll Open Mill	1	
2	Accessories - stainless steel tray	1	
3	Accessories - operation tools	1 Set	One (1) set as normally provided by the OEM for other customers
4	Accessories – operator/preventive maintenance tools	1 Set	One (1) set as normally provided by the OEM for other customers
5	Accessories - calibration tools	1 Set	One (1) set as normally provided by the OEM for other customers

**Table 4-1 List of Equipment Deliverables**

4.2 Services:

No.	Deliverable Item	Qty	Notes
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No.	Deliverable Item	Qty	Notes
6	Installation and Commissioning Services	1	
7	Training Services	1	

**Table 4-2 List of Services Deliverables**

4.3 Documentation:

No.	Deliverable Item	Qty	Notes
8	Certificate of Calibration	1	Hard copy
9	Certificate of Conformance	1	Hard copy
10	Statement of Compliance	1	Hard copy
11	Statement of Continued Production and Support	1	Hard copy
12	User Operations Manual	2	1 hard copy and 1 electronic copy on CD/DVD or USB flash drive
13	Maintenance Manual	2	1 hard copy and 1 electronic copy on CD/DVD or USB flash drive
14	Calibration Instructions	2	1 hard copy and 1 electronic copy on CD/DVD or USB flash drive
15	Training Report	1	1 electronic copy by email
16	Training Certificate	5	1 certificate for each student, electronic copy by email

**Table 4-3 List of Documentation Deliverables**

4.4 Format for Documentation

- 4.4.1 Equipment documentation, reports, certificates and compliance statements must be provided in English.
- 4.4.2 Equipment documentation and reports may be provided in Contractor format.
- 4.4.3 Unless otherwise specified, certificates and compliance statements may be provided in Contractor format.
- 4.4.4 Document files provided in electronic format must provide users with the capability to search documents (e.g. keyword search).
- 4.4.5 Unless otherwise specified, electronic document files must be provided in PDF format.

**ANNEX "B"**

**PRICING SCHEDULE**

The information in this annex will form part of the resulting contract. It is anticipated that in the resulting contract, this Annex will become Annex B and will consist of two tables separating the deliverables with prices under the resulting contract from the available options with prices under the resulting contract.

Bidders are to review paragraph 3.1 Bid Preparation Instructions Section II Financial bid for instructions on the completion of the Pricing Schedule.

Deliverables Item / Goods and Services	Qty	Firm Unit Price Applicable Taxes Extra	Total Price Applicable Taxes Extra
1) Laboratory Two Roll Open Mill (SOW Para 3.1.1 & SOW Para 4.1 No 1)	1	\$	\$
2) Warranty –Initial Period (see GC 2010A 09 sub para 1.)	1	\$	\$
a. Warranty Option Period 1 (from end of initial warranty period for a period of 12 months)	1	\$	\$
b. Warranty Option Period 2 (from end of warranty option period 1 for a period of 12 months)	1	\$	\$
c. Warranty Option Period 3 (from end of warranty option period 2 for a period of 12 months)	1	\$	\$
d. Warranty Option Period 4 (from end of warranty option period 3 for a period of 12 months)	1	\$	\$
3) Stainless Steel Tray (SOW Para 3.1.5.1 & SOW Para 4.1 No. 2)	1	\$	\$
4) Tools for operation of the Equipment (SOW Para 3.1.5.2 & SOW Para 4.1 No 3)	1 Set		
5) Tools for operator/preventive maintenance (SOW Para 3.1.5.3 & SOW Para 4.1 No 4)	1 Set	\$	\$
6) Tools for calibration (SOW Para 3.1.5.4 & SOW Para 4.1 No 5)	1 Set	\$	\$
7) Installation & Commissioning (SOW Para 3.2.1 & SOW Para 4.2 No. 6)	1	\$	\$
8) Training (SOW Para 3.2.2 & SOW para 4.2 No. 7)	1	\$	\$
a. Training Summary report (SOW Para 3.2.2.3.a & SOW para 4.3 No. 15)	1	\$	\$

b. Training Certificate (SOW Para 3.2.2.3. b & SOW para 4.3 No 16)	5	\$	\$
9) Technical Service Support (SOW Para 3.2.3)			
a. Availability (SOW Para 3.2.3.1)	1	\$	\$
b. Service Desk (SOW Para 3.2.3.2)	1	\$	\$
c. Product Notifications (SOW Para 3.2.3.3)	1	\$	\$
10) Documentation			
a. Certificate of Calibration (SOW Para 3.2.4.1 & SOW para 4.3 No. 6) For each calibration performed, 1 electronic copy by e-mail	1	\$	\$
b. Certificate of Conformance (SOW Para 3.2.4.2 & SOW para 4.3 No 7) Hard copy	1	\$	\$
c. Statement of Compliance (SOW Para 3.2.4.3 & SOW para 4.3 No 8) Hard Copy	1	\$	\$
d. Statement of Continued Production and Support (SOW Para 3.2.4.4 & SOW para 4.3 No 9) Hard Copy	1	\$	\$
e. User Operations Manual (SOW Para 3.2.5.1 & SOW para 4.3 No. 10) Electronic copy on CD/DVD or USB flash Drive	1	\$	\$
f. User Operations Manual (SOW Para 3.2.5.1 & SOW para 4.3 No. 10) Hard copy	1	\$	\$
g. Maintenance Manual – Preventative and Corrective (SOW Para 3.2.5.2 & SOW para 4.3 No. 11) Electronic copy on CD/DVD or USB flash Drive	1	\$	\$
h. Maintenance Manual – Preventative and Corrective (SOW Para 3.2.5.2 & SOW para 4.3 No. 11) Hard copy	1	\$	\$
i. Calibration Instructions (SOW Para 3.2.5.3 & SOW para 4.3 No. 12) Electronic copy on CD/DVD or USB flash Drive	1	\$	\$
j. Calibration Instructions (SOW Para 3.2.5.3 & SOW para 4.3 No. 12) Hard copy	1	\$	\$
Total evaluated price			\$

## ANNEX "C"

### MANDATORY TECHNICAL EVALUATION CRITERIA

#### 1. General Instructions

The Bid must meet the mandatory requirements specified below. Bidders must provide the necessary documentation to support compliance with the requirements, including technical data sheets, specifications, brochures and/or other relevant technical documentation describing the equipment offered and demonstrating compliancy. Each mandatory technical requirement should be addressed separately and in the order presented below.

#### 2. Mandatory Requirements Compliancy Matrix

Where *Provide Proposal Reference or Description* is indicated for the Bidder's response, Bidders must either provide a reference to their technical proposal where information can be found that clearly shows how the requirement is met by the proposed solution, or provide a description of how the requirement is met. **Where the Bidder's technical documentation does not clearly demonstrate that the equipment offered will meet a specific requirement, the Bidder's proposal must provide additional descriptions of how the requirement will be met by the proposed solution.**

Where *Provide Statement of Compliance* is indicated for the Bidder's response, Bidders must commit to complying with the requirement during the performance of the work. Bidders may indicate "Yes" in the Compliant column, which will be a commitment to comply, or they may provide a statement committing to comply.

SOW Para. #	MANDATORY REQUIREMENT	COMPLIANT		PROPOSAL REFERENCE OR DESCRIPTION OF HOW REQUIREMENT MET
		Yes	No	
3.	REQUIREMENTS			
3.1.	Scope of Work			
3.1.3.	General Requirements:			
3.1.3.1.	All electrical components of the Equipment must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Provide Statement of Compliance</i>
3.1.3.2.	The Equipment must be capable of meeting the requirements of Section 6.1 of ASTM D3182.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Provide Proposal Reference or Description</i>

SOW Para. #	MANDATORY REQUIREMENT	COMPLIANT		PROPOSAL REFERENCE OR DESCRIPTION OF HOW REQUIREMENT MET
		Yes	No	
3.1.3.3.	The Equipment must be capable of rubber mixing according to the procedures specified in ASTM D3182 Section 7.1.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Provide Proposal Reference or Description</i>
3.1.4.	Technical Requirements			<i>Provide Proposal Reference or Description for all items under 3.1.4</i>
3.1.4.1.	The Mill must have chrome finished rolls having diameters of 150 mm to 155 mm (5.9 inches to 6.1 inches).	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.2.	The Mill must be equipped with retaining guides (also known as stock guides) with a distance between the guides at the nip of 250 mm to 280 mm (10 inches to 11 inches) in accordance with Section 6.1 of ASTM D3182. A Mill with longer rolls is acceptable if adjustable guides are provided to bring the distance between guides to the specified range.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.3.	Each mill roll must be driven by a motor possessing at least 4 kW of power.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.4.	Each motor must allow for independent variation of the mill roll speeds.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.5.	A speed of 24 ± 0.5 rpm must be attainable for the slow roll.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.6.	A friction ratio between the slow and fast roll of 1:1.4 must be achievable.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.7.	The clearance between rolls must be adjustable from 0.6 mm to 8.0 mm.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.8.	The tolerance on a roll clearance must be ± 10% or 0.1 mm, whichever is larger.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.9.	A means to measure and display the roll clearance must be provided.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.10.	A means and method of self-lubrication of the mill gears and bearings must be provided.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.11.	A self-contained temperature controller system using a heating and cooling medium must be in place with required connections to allow circulation within the two mill rolls.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.12.	A temperature control system must be in place that allows for mill rolls to be adjusted from room temperature (21°C) up to 100°C.	<input type="checkbox"/>	<input type="checkbox"/>	

SOW Para. #	MANDATORY REQUIREMENT	COMPLIANT		PROPOSAL REFERENCE OR DESCRIPTION OF HOW REQUIREMENT MET
		Yes	No	
3.1.4.13.	A temperature control system must be in place that allows for the mill rolls to be set at a specified temperature with an accuracy of $\pm 5^{\circ}\text{C}$ .	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.14.	An adjustable control panel must be provided that allows the full control of the settings and the operation of the system.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.15.	The Equipment must include the necessary safety features normally installed on two roll open mills, including but not limited to:	<input type="checkbox"/>	<input type="checkbox"/>	
(a)	a safety cage over the two rolls;	<input type="checkbox"/>	<input type="checkbox"/>	
(b)	knee brakes on both sides of the mill; and	<input type="checkbox"/>	<input type="checkbox"/>	
(c)	an emergency stop button.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.4.16.	The Equipment must be able to operate on the power supply available at the installation site of 208V/ 60 Hz.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.5.	Accessories			<i>Provide Proposal Reference or Description for all items under 3.1.5</i>
3.1.5.1.	A stainless steel tray that fits under the two rolls must be provided.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.5.2.	The tools required for the operation of the Equipment must be provided.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.5.3.	The tools required for the operator/preventive maintenance of the Equipment must be provided.	<input type="checkbox"/>	<input type="checkbox"/>	
3.1.5.4.	The tools required for the calibration of the Equipment must be provided.	<input type="checkbox"/>	<input type="checkbox"/>	

**ANNEX "D"**  
**SECURITY REQUIREMENTS CHECK LIST (SRCL)**



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat <b>W8486-162850/C</b>
Security Classification / Classification de sécurité

<b>PART A - CONTENU (PARTIE A - CONTENU)</b>					
8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? If Yes, indicate the level of sensitivity. Dans l'affirmative, indiquer le niveau de sensibilité :		<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
9. Will the supplier require access to extremely sensitive INFOSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? Short Title(s) of material / Titre(s) abrégé(s) du matériel : Document Number / Numéro du document :		<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
<b>PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)</b>					
10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis					
<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITE	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET		
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET		
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMBLEMES	Special comments: Commentaires spéciaux :				
NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided. REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.					
10. b) May unscreened personnel be used for portions of the work? Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? If Yes, will unscreened personnel be escorted? Dans l'affirmative, le personnel en question sera-t-il escorté?		<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
<b>PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)</b>					
<b>INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS</b>					
11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises? Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?		<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
11. b) Will the supplier be required to safeguard COMSEC information or assets? Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?		<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
<b>PRODUCTION</b>					
11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises? Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?		<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
<b>INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)</b>					
11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data? Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?		<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?		<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
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Government of Canada /  
Gouvernement du Canada

Contract Number / Numéro du contrat W8486-162850/C
Security Classification / Classification de sécurité

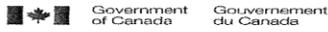
SECURITY REQUIREMENTS CHECK LIST (SRCL)  
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		DND		2. Branch or Directorate / Direction générale ou Direction		DGLEPM/QETE 3-5	
3. a) Subcontract Number / Numéro du contrat de sous-traitance				3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant			
4. Brief Description of Work / Brève description du travail <b>Winning bidder will require access to the laboratory which is an operational zone, to install and commission the new equipment, and provide training on its use (W8486-162850/B - laboratory two rolls open mill)</b>							
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?						<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?						<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
6. Indicate the type of access required / Indiquer le type d'accès requis							
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)						<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.						<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?						<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès							
Canada <input checked="" type="checkbox"/>		NATO / OTAN <input type="checkbox"/>		Foreign / Étranger <input type="checkbox"/>			
7. b) Release restrictions / Restrictions relatives à la diffusion							
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>		All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>		No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>			
Not releasable À ne pas diffuser <input type="checkbox"/>		Restricted to: / Limité à: <input type="checkbox"/>		Restricted to: / Limité à: <input type="checkbox"/>			
Specify country(ies): / Préciser le(s) pays:		Specify country(ies): / Préciser le(s) pays:		Specify country(ies): / Préciser le(s) pays:			
7. c) Level of information / Niveau d'information							
PROTECTED A	<input type="checkbox"/>	NATO UNCLASSIFIED	<input type="checkbox"/>	PROTECTED A	<input type="checkbox"/>		
PROTÉGÉ A	<input type="checkbox"/>	NATO NON CLASSIFIÉ	<input type="checkbox"/>	PROTÉGÉ A	<input type="checkbox"/>		
PROTECTED B	<input type="checkbox"/>	NATO RESTRICTED	<input type="checkbox"/>	PROTÉGÉ B	<input type="checkbox"/>		
PROTÉGÉ B	<input type="checkbox"/>	NATO DIFFUSION RESTREINTE	<input type="checkbox"/>	PROTÉGÉ C	<input type="checkbox"/>		
PROTECTED C	<input type="checkbox"/>	NATO CONFIDENTIAL	<input type="checkbox"/>	CONFIDENTIAL	<input type="checkbox"/>		
PROTÉGÉ C	<input type="checkbox"/>	NATO CONFIDENTIEL	<input type="checkbox"/>	CONFIDENTIEL	<input type="checkbox"/>		
CONFIDENTIAL	<input type="checkbox"/>	NATO SECRET	<input type="checkbox"/>	SECRET	<input type="checkbox"/>		
CONFIDENTIEL	<input type="checkbox"/>	NATO SECRET	<input type="checkbox"/>	SECRET	<input type="checkbox"/>		
SECRET	<input type="checkbox"/>	COSMIC TOP SECRET	<input type="checkbox"/>	TOP SECRET	<input type="checkbox"/>		
SECRET	<input type="checkbox"/>	COSMIC TRÈS SECRET	<input type="checkbox"/>	TRÈS SECRET	<input type="checkbox"/>		
TOP SECRET	<input type="checkbox"/>			TOP SECRET (SIGINT)	<input type="checkbox"/>		
TRÈS SECRET	<input type="checkbox"/>			TRÈS SECRET (SIGINT)	<input type="checkbox"/>		
TOP SECRET (SIGINT)	<input type="checkbox"/>						
TRÈS SECRET (SIGINT)	<input type="checkbox"/>						

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité





Contract Number / Numéro du contrat

W8486-162850/C

Security Classification / Classification de sécurité

**Part C (continued) / Partie C (suite)**

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.  
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ		NATO				COMSEC				
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET / COMSEC TRÈS SECRET	PROTECTED / PROTÉGÉ	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET
Information / Assets / Renseignements / Biens / Production														
IT Media / Support TI / IT Linc / Linc électronique														

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Contract Number / Numéro du contrat W8486-162850/C
Security Classification / Classification de sécurité

PARTIE D'AUTORISATION / PARTIE D'AUTORISATION			
13. Organization Project Authority / chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Aime Savard	Group Leader		
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
819-939-9294	819-997-2523	aime.savard@forces.gc.ca	16 June '16
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Frederick Laberge	USS		
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
819-939-9389	819-997-2523	frederick.laberge@forces.gc.ca	16 JUL 2016
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			
			<input checked="" type="checkbox"/> No / <input type="checkbox"/> Yes / <input type="checkbox"/> Oui
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
NICOLAS MERCIER	DLP 4-4-1-3		
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
819-939-9426		nicolas.mercier@forces.gc.ca	June 22, 2016
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
David Vrooman			
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
			22 June 2017

David Vrooman  
Contract Security Officer, Contract Security Division  
david.vrooman@tpsgc-pwgscc.gc.ca  
Tel/Tél - 613-957-1261

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
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## **ANNEX "E" to PART 3 OF THE - BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

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

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