



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

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Address inquiries to the Contracting Authority at
eliane.barnett@pwgsc-tps.gc.ca

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

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

Title - Sujet Glovebox and Accessories	
Solicitation No. - N° de l'invitation W0114-175493/A	Amendment No. - N° modif. 001
Client Reference No. - N° de référence du client W0114-17-5493	Date 2017-07-28
GETS Reference No. - N° de référence de SEAG PW-\$KIN-935-7245	
File No. - N° de dossier KIN-7-48029 (935)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-09-06	
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: Barnett, Eliane	Buyer Id - Id de l'acheteur kin935
Telephone No. - N° de téléphone (613) 536-4626 ()	FAX No. - N° de FAX (613) 545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

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AMENDMENT 001 – Glovebox and Accessories, is being raised for the following reason:

1. Provide the English solicitation document.

Due to a technical/system error, the French solicitation document was attached to the English RFP. The French RFP was correctly published and therefore requires no change. This amendment relates to and affects the English RFP only.

On the English solicitation only, delete the French version of the solicitation document and replace it by the following English document.

ALL OTHER TERMS AND CONDITIONS OF THIS SOLICITATION REMAIN UNCHANGED.

If your tender has already been forwarded and you wish to revise same, this revision should be faxed and reach the bid receiving area before the closing date. The tender number and the closing date are to be shown on the first page of your fax.

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PART 1 - GENERAL INFORMATION

1.1 Requirement

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

1.2 Debriefings

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

1.3 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA) and the Canadian Free Trade Agreement (CFTA).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The 2003 (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: 60 days
Insert: 120 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 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.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Financial Bid (one (1) hard copy)

Section II: Certifications (one (1) hard copy)

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

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

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

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

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

Section I: Financial Bid

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

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "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

Section II: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Financial Evaluation

4.1.1.1 Mandatory Financial Criteria

Any bid which fails to meet the following mandatory requirements will be deemed nonresponsive and will receive no further consideration:

- a) Bids must not contain any alteration to the Pricing Basis other than the addition of the bidder's unit prices.
- b) Bids must not contain any condition or qualification placed upon the bid.
- c) Bids must provide unit prices for all items on Annex B, Basis of Payment.

4.1.1.2 Financial Evaluation

4.1.1.2.1 The Bidder must submit its offer in accordance with Annex B, Basis of Payment.

4.1.1.2.2 Bidders are referred to Annex C, Canada Foundation for Innovation for information about the research infrastructure program, and the definitions of the terms applied in 4.1.2.2.3 of the financial evaluation.

4.1.1.2.3 For Annex B, Basis of Payment, the Normal Educational Price (item D) will be calculated by taking the List Price (item A) less the Normal Discount (item B) less Educational Discount (item C).

The evaluated price is the Net Selling Price (item F) which is equal to the Normal Educational Price (item D) less in-kind contribution (item E).

The percentage in-kind contribution (item G) will be calculated by taking the in-kind contribution (item E) divided by the Normal Educational Price (item D).

The following is provided for example purposes only:

A. List Price	\$100.00
B. Less: normal discount	(\$ 5.00)
C. Less: educational discount	(\$ 10.00)
D. Price after normal and educational discounts (Normal Educational Price)	\$ 85.00

E. Less: in-kind contribution	(\$ 17.00)
F. Net selling price	\$ 68.00
G. Percentage in-kind contribution	20.00%

4.1.1.2.4 The total Evaluated Price is equal to the sum of all Net Selling Prices for all items.

4.1.1.2.5 *SACC Manual* Clause A0220T (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 A bid must comply with the requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated 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" list available at the bottom of the page of the *Employment and Social Development Canada (ESDC) - Labour's website* (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969).

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.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Canada Foundation for Innovation Certification

The following attestation must be included by the Bidder in the RFP response:

I hereby certify that the pricing information provided in this bid is in line with the definitions provided in Annex C, Canada Foundation for Innovation, and that this information is accurate as supported by current practices and conditions.

_____ Bidder's signature

5.2.3.2 Software Publisher Certification and Software Publisher Authorization

(a) If the Bidder is the Software Publisher for any of the proprietary software products it bids, Canada requires that the Bidder confirm in writing that it is the Software Publisher. Bidders are requested to use the Software Publisher Certification Form included with the bid solicitation. Although all the contents of the Software Publisher Certification Form are required, using the form itself to provide this information is not mandatory. For bidders who use an alternate form, it is in Canada's sole discretion to determine whether all the required information has been provided. Alterations to the statements in the form may result in the bid being declared non-responsive.

(b) Any Bidder that is not the Software Publisher of all the proprietary software products proposed in its bid is required to submit proof of the Software Publisher's authorization, which must be signed by the Software Publisher (not the Bidder). No Contract will be awarded to a Bidder who is not the Software Publisher of all of the proprietary software it proposes to supply to Canada, unless proof of this authorization has been provided to Canada. If the proprietary software proposed by the Bidder originates with multiple Software Publishers, authorization is required from each Software Publisher. Bidders are requested to use the Software Publisher Authorization Form included with the bid solicitation. Although all the contents of the Software Publisher Authorization Form are required, using the form itself to provide this information is not mandatory. For Bidders/Software Publishers who use an alternate form, it is in Canada's sole discretion to determine whether all the required information has been provided. Alterations to the statements in the form may result in the bid being declared non-responsive.

(c) In this bid solicitation, "Software Publisher" means the owner of the copyright in any software products proposed in the bid, who has the right to license (and authorize others to license/sub-license) its software products.

5.2.3.3 OEM Certification

(a) Any Bidder that is not the Original Equipment Manufacturer (OEM) for every item of hardware proposed as part of its bid is required to submit the OEM's certification regarding the Bidder's authority to provide and maintain the OEM's hardware, which must be signed by the OEM (not the Bidder). No Contract will be awarded to a Bidder who is not the OEM of the hardware it proposes to supply to Canada, unless the OEM certification has been provided to Canada. Bidders are requested to use the OEM Certification Form included with the bid solicitation. Although all the contents of the OEM Certification Form are required, using the form itself to provide this information is not mandatory. For Bidders/OEMs who use an alternate form, it is in Canada's sole discretion to determine whether all the required information has been provided. Alterations to the statements in the form may result in the bid being declared nonresponsive.

(b) If the hardware proposed by the Bidder originates with multiple OEMs, a separate OEM certification is required from each OEM.

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(c) For the purposes of this bid solicitation, OEM means the manufacturer of the hardware, as evidenced by the name appearing on the hardware and on all accompanying documentation.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Requirement

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

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.3.2 Supplemental General Conditions

4001 (2015-04-01), Hardware Purchase, Lease and Maintenance, and
4003 (2010-08-16), Licensed Software, and
4004 (2013-04-25), Maintenance and Support Services for Licensed Software, apply to and form part of the Contract.

6.3.3 Intellectual Property Infringement and Royalties

1. The Contractor represents and warrants that, to the best of its knowledge, neither it nor Canada will infringe any third party's intellectual property rights in performing or using the Work, and that Canada will have no obligation to pay royalties of any kind to anyone in connection with the Work.
2. If anyone makes a claim against Canada or the Contractor concerning intellectual property infringement or royalties related to the Work, that Party agrees to notify the other Party in writing immediately. If anyone brings a claim against Canada, according to *Department of Justice Act*, R.S. 1985, c. J-2, the Attorney General of Canada must have the regulation and conduct of all litigation for or against Canada, but the Attorney General may request that the Contractor defend Canada against the claim. In either case, the Contractor agrees to participate fully in the defence and any settlement negotiations and to pay all costs, damages and legal costs incurred or payable as a result of the claim, including the amount of any settlement. Both Parties agree not to settle any claim unless the other Party first approves the settlement in writing.
3. The Contractor has no obligation regarding claims that were only made because:
 - a. Canada modified the Work or part of the Work without the Contractor's consent or used the Work or part of the Work without following a requirement of the Contract; or
 - b. Canada used the Work or part of the Work with a product that the Contractor did not supply under the Contract (unless that use is described in the Contract or the manufacturer's specifications); or
 - c. the Contractor used equipment, drawings, specifications or other information supplied to the Contractor by Canada (or by someone authorized by Canada); or

- d. the Contractor used a specific item of equipment or software that it obtained because of specific instructions from the Contracting Authority; however, this exception only applies if the Contractor has included the following language in its own contract with the supplier of that equipment or software: "[Supplier name] acknowledges that the purchased items will be used by the Government of Canada. If a third party claims that equipment or software supplied under this contract infringes any intellectual property right, [supplier name], if requested to do so by either [Contractor name] or Canada, will defend both [Contractor name] and Canada against that claim at its own expense and will pay all costs, damages and legal fees payable as a result of that infringement." Obtaining this protection from the supplier is the Contractor's responsibility and, if the Contractor does not do so, it will be responsible to Canada for the claim.
4. If anyone claims that, as a result of the Work, the Contractor or Canada is infringing its intellectual property rights, the Contractor must immediately do one of the following:
 - a. take whatever steps are necessary to allow Canada to continue to use the allegedly infringing part of the Work; or
 - b. modify or replace the Work to avoid intellectual property infringement, while ensuring that the Work continues to meet all the requirements of the Contract; or
 - c. take back the Work and refund any part of the Contract Price that Canada has already paid.

If the Contractor determines that none of these alternatives can reasonably be achieved, or if the Contractor fails to take any of these steps within a reasonable amount of time, Canada may choose either to require the Contractor to do (c), or to take whatever steps are necessary to acquire the rights to use the allegedly infringing part(s) of the Work itself, in which case the Contractor must reimburse Canada for all the costs it incurs to do so.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to March 1, 2018 inclusive.

6.4.2 Delivery Date

All the deliverables must be received on or before December 29, 2017.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Eliane Barnett
Title: Supply Officer

Public Works and Government Services Canada
Acquisitions Branch
Address: 86 Clarence St, 2nd Floor
Kingston, Ontario, K7L 1X3

Telephone: 613-536-4626
Facsimile: 613-545-8067
E-mail address: Eliane.Barnett@pwgsc-tpsgc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is: *[Canada will insert information at time of award]*

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

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

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

6.5.3 Contractor's Representative *[Please fill out required information]*

Name: _____
Title: _____
Address: _____

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

Procurement Business Number: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex B for a cost of \$ _____ *[Canada will insert information at time of award]*. Customs duties are included and Applicable Taxes are extra.

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

6.6.2 Limitation of Price

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

6.6.3 Single Payment

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

6.6.4 Electronic Payment of Invoices – Contract [*Canada will insert information at time of award*]

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

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws

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

6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the supplemental general conditions
4001 (2015-04-01) Hardware Purchase, Lease and Maintenance;
4003 (2010-08-16) Licensed Software and;
4004 (2013-04-25), Maintenance and Support Services for Licensed Software;
- (c) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);

- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Canada Foundation for Innovation;
- (g) Annex D, Bidder's Forms
- (h) the Contractor's bid dated _____ *[Canada will insert information at time of award]*

6.11 Insurance

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

6.12 Inspection and Acceptance

The Project 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.

6.13 SACC Manual Clauses

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

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

6.14 Hardware

With respect to the provisions of Supplemental General Conditions 4001:

Part III of 4001 applies to the Contract (Additional Conditions: Purchase)	[Yes]
Delivery Location and Installation Site	<i>As per Annex "A", Requirement</i>
Contractor must deliver Hardware Documentation	[Yes]
Language of Hardware Documentation	English
Contractor must Install Hardware at time of Delivery	[Yes]
Hardware Warranty Period	<i>One year after acceptance of the deliverables. The guarantee applies to all the components of the device.</i>
Class of Maintenance Service	<i>On-Site Maintenance Service The required technical support is by telephone or by internet.</i>
Toll-free Telephone Number for Maintenance Service	<i>[to be completed with information from the Contractor at time of award]</i>
Website for Maintenance Service	<i>[to be completed with information from the Contractor at time of award]</i>

ANNEX "A"
REQUIREMENT

Custom Designed Glovebox Module with Antechamber System

1.0 Scope

1.1 Objective

The Department of National Defence (DND), Royal Military College Canada (RMCC), located in Kingston, Ontario requires the supply of a custom designed Glovebox Module with Antechamber System.

1.2 Background

RMCC, Department of Chemistry and Chemical Engineering requires the supply of one (1) custom designed Glovebox Module with Antechamber System for use by various Chemistry and Chemical Engineering academic courses for research applications and development of technologies.

2.0 Requirements

2.1 Requirements

2.1.1 Glovebox Module Components:

The custom designed Glovebox Module with Antechamber System must be comprised of the following components with these minimum mandatory technical specifications:

Item #	Item	Description	Qty	UoM
1	Glovebox Module with Antechamber	<p>Type - modular extension box Design - single-sided operated glovebox Front Window - sloped minimum of seven (7) degrees Workspace Dimensions - minimum 1250mm (width) x 900mm (height) x 780mm (depth) Specifications</p> <ul style="list-style-type: none"> - One-piece stainless steel glovebox - One-piece stand, minimum height 1000mm, includes casters and height adjustable machine feet - One-piece window, polycarbonate with hard coating that is resistant to scratches and many chemicals - Two-piece round gloveport feedthroughs, minimum diameter 220mm with butyl rubber gloves size large minimum thickness 0.4mm - One-piece frontside interior lighting - Three-piece shelves, mounted at backside and height adjustable - Two-piece dust filter, HEPA H13 inside box at gas inlet and outlet - Four-piece aluminum single-sided flange, DN40KF for mounting power feedthroughs and media supply lines (vacuum/gases/liquids) - One-piece power feedthrough (115 V, 1 ph) - One-piece main antechamber minimum 390mm (diameter) x 600mm (length) includes sliding tray, manual operated doors positioned on the right sidewall 	1	EA

Item #	Item	Description	Qty	UoM
2	Closed Cycle Circulation Gas Purification System for Glovebox	Removal - oxygen and moisture, < 1 ppm, maximum leakrate O ₂ = 0.05 Vol%/h meeting ISO 10648-2 standards Maximum Effective Purifying Volume - 4 m ³ Filter - one (1) column gas purifier filter Blower Capacity - maximum capacity 84 m ³ /h, including water-cooled heat exchanger Operational Panel - minimum 7 inch colour touch panel Regeneration Program - automatic, Programmable Logic Controller (PLC) controlled Automatic Pressure Control - ranging from - 15 to +15 mbar including pressure sensor for glovebox operation at positive or negative pressure Main Valves - electro-pneumatic, PLC controlled Automatic box purging with flow control of 200 L/min Vacuum Pump - minimum 10 cfm, oil-sealed with gas ballast and oil mist filter Operation of Main Antechamber - semi-automatic evacuation/refill on touch panel Piping - SAE 304 stainless steel	1	EA
3	Mini-Antechamber	Dimensions - minimum 150mm (diameter) x 400mm (length) Type - 1/3 inside, 2/3 outside of the glovebox Cover - hinged cover inside and outside Operation - manual 3-way valve, for mounting on right end panel, including sliding tray	1	EA
4	Refrigerator	Temperature - minimum -35°C Position - left sidewall Door - interior hinged door (hinges are located on the right hand side of door) Integrated - with box Volume - 18 liters Shelves - includes three (3) shelves	1	EA
5	Cold Well Cold Storage	Mounted On - floor panel of box Dimensions Inner Cylinder - minimum 150mm (diameter) x 180mm (depth) External Dewar Flask – included, with Dewar holding clamps Internal Cover – included	1	EA
6	H₂O Analyzer	Design - solid state, PLC controlled Measuring Range - 0-500 ppm	1	EA
7	O₂ Analyzer	Design - solid state, PLC controlled Measuring Range - 0-1000 ppm	1	EA
8	Solvent Absorber	Design - regenerable solvent filter system integrated into gas purification system, PLC controlled Absorber - minimum 8.1kg molecular sieves	1	EA
9	Internal Gloveport Cover	Dimension - minimum 220mm (diameter) Compatibility - with gloveports of front window of Glovebox Module	1	EA
10	¼" Feedthru	Design - ¼ inch stainless steel bulkhead feedthru, with internal and external hand valves	2	EA

Item #	Item	Description	Qty	UoM
11	Mobile Device Data Communication Interface	Communication - able to communicate with mobile device to send reminders for maintenance and for monitoring at minimum Glovebox pressure levels, oxygen levels, water levels and refrigerator temperature levels	1	EA

All components of the custom designed Glovebox Module with Antechamber System must be compatible with each other and the Gas Purification System.

2.1.2 Additional Requirements

The following must also be provided:

1. Manual and Operating Instructions
2. Site-commissioning (installation) of all equipment
3. On-site training, instruction, and demonstration on operation of system and maintenance of system.

2.2 Constraints

The following constraints must be satisfied by the vendor:

- a. The custom designed Glovebox Module with Antechamber System must be shipped in accordance with Safety Requirements for Electrical Equipment for Measurement, Control, and Laboratory Use UL61010.
- b. The custom designed Glovebox Module with Antechamber System must meet the approved Standards for Electrical Safety code cUL/CSA.
- c. Certificate demonstrating that a Quality Management system which follows ISO 9001:2008 is in place and a copy of the quality audit manual.
- d. Service facility contact information must be provided.

2.3 Support Provided by Canada

Canada will provide the following support:

- a. Canada will complete all media supplies prior to installation (gas cylinders, regulators, venting, electrical).

2.4 Timeframe and Delivery Dates

The delivery of the custom designed Glovebox Module with Antechamber System, commissioning, set-up and training must all be completed "on or before" the 29th December, 2017.

ANNEX "B"

BASIS OF PAYMENT

Firm unit price for the custom designed Glovebox Module with Antechamber System, in Canadian Funds, applicable taxes extra, DDP destination.

Item # 1 - Glovebox Module with Antechamber

Model # Offered in accordance with Annex "A" _____

A. List Price	\$ _____
B. Less: normal discount	\$ _____
C. Less: educational discount	\$ _____
D. Price after normal and educational discounts (Normal Educational Price) (A - B - C)	\$ _____
E. Less: in-kind contribution	\$ _____
F. Net selling price (D - E)	\$ _____
G. Percentage in-kind contribution (E ÷ D)	_____ %

Item # 2 - Gas Purification System for Closed Cycle Circulation Gloveboxes

Model # Offered in accordance with Annex "A" _____

A. List Price	\$ _____
B. Less: normal discount	\$ _____
C. Less: educational discount	\$ _____
D. Price after normal and educational discounts (Normal Educational Price) (A - B - C)	\$ _____
E. Less: in-kind contribution	\$ _____
F. Net selling price (D - E)	\$ _____
G. Percentage in-kind contribution (E ÷ D)	_____ %

Item # 3 – Mini-Antechamber

Model # Offered in accordance with Annex "A" _____

- A. List Price \$ _____
- B. Less: normal discount \$ _____
- C. Less: educational discount \$ _____
- D. Price after normal and educational discounts (Normal Educational Price) \$ _____
(A - B - C)
- E. Less: in-kind contribution \$ _____
- F. Net selling price \$ _____
(D - E)
- G. Percentage in-kind contribution _____ %
(E ÷ D)

Item # 4 – Refrigerator

Model # Offered in accordance with Annex "A" _____

- A. List Price \$ _____
- B. Less: normal discount \$ _____
- C. Less: educational discount \$ _____
- D. Price after normal and educational discounts (Normal Educational Price) \$ _____
(A - B - C)
- E. Less: in-kind contribution \$ _____
- F. Net selling price \$ _____
(D - E)
- G. Percentage in-kind contribution _____ %
(E ÷ D)

Item # 5 – Cold Well Cold Storage

Model # Offered in accordance with Annex "A" _____

- A. List Price \$ _____
- B. Less: normal discount \$ _____

C. Less: educational discount	\$ _____
D. Price after normal and educational discounts (Normal Educational Price) (A - B - C)	\$ _____
E. Less: in-kind contribution	\$ _____
F. Net selling price (D - E)	\$ _____
G. Percentage in-kind contribution (E ÷ D)	_____ %

Item # 6 – H₂O Analyzer

Model # Offered in accordance with Annex "A" _____

A. List Price	\$ _____
B. Less: normal discount	\$ _____
C. Less: educational discount	\$ _____
D. Price after normal and educational discounts (Normal Educational Price) (A - B - C)	\$ _____
E. Less: in-kind contribution	\$ _____
F. Net selling price (D - E)	\$ _____
G. Percentage in-kind contribution (E ÷ D)	_____ %

Item # 7 – O₂ Analyzer

Model # Offered in accordance with Annex "A" _____

A. List Price	\$ _____
B. Less: normal discount	\$ _____
C. Less: educational discount	\$ _____
D. Price after normal and educational discounts (Normal Educational Price) (A - B - C)	\$ _____
E. Less: in-kind contribution	\$ _____
F. Net selling price	\$ _____

(D - E)

G. Percentage in-kind contribution _____ %
(E ÷ D)

Item # 8 – Solvent Absorber

Model # Offered in accordance with Annex "A" _____

A. List Price \$ _____

B. Less: normal discount \$ _____

C. Less: educational discount \$ _____

D. Price after normal and educational discounts (Normal Educational Price) \$ _____
(A - B - C)

E. Less: in-kind contribution \$ _____

F. Net selling price \$ _____
(D - E)

G. Percentage in-kind contribution _____ %
(E ÷ D)

Item # 9 – Internal Gloveport Cover

Model # Offered in accordance with Annex "A" _____

A. List Price \$ _____

B. Less: normal discount \$ _____

C. Less: educational discount \$ _____

D. Price after normal and educational discounts (Normal Educational Price) \$ _____
(A - B - C)

E. Less: in-kind contribution \$ _____

F. Net selling price \$ _____
(D - E)

G. Percentage in-kind contribution _____ %
(E ÷ D)

Item # 10 - ¼" Feedthru (pricing for each)

Model # Offered in accordance with Annex "A" _____

- A. List Price \$ _____
- B. Less: normal discount \$ _____
- C. Less: educational discount \$ _____
- D. Price after normal and educational discounts (Normal Educational Price) \$ _____
(A - B - C)
- E. Less: in-kind contribution \$ _____
- F. Net selling price \$ _____
(D - E)
- G. Percentage in-kind contribution _____ %
(E ÷ D)

Item # 11 – Mobile Device Data Communication Interface

Model # Offered in accordance with Annex "A" _____

- A. List Price \$ _____
- B. Less: normal discount \$ _____
- C. Less: educational discount \$ _____
- D. Price after normal and educational discounts (Normal Educational Price) \$ _____
(A - B - C)
- E. Less: in-kind contribution \$ _____
- F. Net selling price \$ _____
(D - E)
- G. Percentage in-kind contribution _____ %
(E ÷ D)

Item # 12 - Site Commissioning and Training

- A. List Price \$ _____
- B. Less: normal discount \$ _____
- C. Less: educational discount \$ _____
- D. Price after normal and educational discounts (Normal Educational Price) \$ _____
(A - B - C)

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E. Less: in-kind contribution	\$ _____
F. Net selling price (D - E)	\$ _____
G. Percentage in-kind contribution (E ÷ D)	_____ %

ANNEX “C”

CANADA FOUNDATION FOR INNOVATION

The Canada Foundation for Innovation (CFI) was created by the Government of Canada in 1997 to fund research infrastructure. The CFI's mandate is to enhance the capacity of Canadian universities, colleges, research hospitals, and non-profit research institutions to carry out world-class research and technology development that benefits Canadians. To achieve its mandate, the CFI invests in research infrastructure jointly with institutions and their funding partners.

The CFI provides funding up to 40 percent of the total eligible cost of the infrastructure projects it supports and the Province of Ontario also funds up to 40 percent of the total eligible costs; Combined, the CFI and the province provide funding up to a maximum of 80 percent. The remaining 20 percent or more must be contributed by the institution (Department of National Defence Royal Military College) and other eligible funding partners.

Voluntary in-kind contributions from responding suppliers will be recognized as eligible partner funding. This type of contribution may be given by the responding suppliers when an item is sold to the institution below the “normal educational price.”

In their response to the RFP, respondents must provide a breakdown of the price including the list price, the normal and educational discounts, the normal educational price, the amount of in-kind contribution (if any) and the net selling price. To help ensure uniform interpretation and accuracy of the pricing information, the following definitions are provided:

Normal discount:

A discount normally offered to the institution, taking into consideration factors such as the institution's current volume of transactions and location. A discount for early settlement or for settlement in cash is considered to be a normal discount.

Educational discount:

A discount offered to the institution due to its educational status.

Normal educational price:

The price that would normally have been charged to the institution after normal and educational discounts, but prior to any discount offered as a contribution towards the CFI-funded purchase or project.

In-kind contribution:

A non-monetary resource that an external partner offers as a contribution towards a CFI-funded project. It may include the value, in whole or in part, of eligible capital items (i.e. equipment, accessories/options and software), or non-capital items (i.e. extended warranties, delivery, installation and training) that are needed to bring the infrastructure into service. The in-kind contribution is equal to the normal educational price, less the net selling price (if any).

Net selling price:

The cash consideration payable by the institution.

The institution values and appreciates in-kind contributions offered by respondents. This RFP provides an opportunity for the supplier community to contribute to this project. Without the primary funding from the CFI and the province, this RFP opportunity would not be possible. It is not mandated that respondents provide an in-kind contribution. Respondents' in-kind contributions are voluntary. In-kind contributions (if any) will be taken into consideration in the bid evaluation as they are an element of the net selling price.

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kin935

CCC No./N° CCC - FMS No./N° VME

The objective of this RFP is to select the best supplier that meets the desired technical requirements. It is the intent of the institution to select a supplier that offers the best value solution and quality equipment to ensure the success of this project.

Note that the normal educational price and the in-kind contribution may be reviewed for reasonableness. It is also possible that the CFI will audit this information. Respondents should ensure that they provide accurate pricing information in line with the definitions provided above. The CFI does not endorse the procurement of infrastructure that results in an overestimation of the value of the item and of the in-kind contribution.

ANNEX "D"

BIDDER FORMS

Form 1

Software Publisher Authorization Form

(to be used where the Bidder itself is the Software Publisher)

The Bidder certifies that they are the software publisher of all the following software products and components and that it has all the rights necessary to license them (and any nonproprietary sub-components incorporated into the software) on a royalty-free basis to Canada:

List of all Software Products

[Bidder should add or remove lines as needed.]

Note: "Software Publisher" means the owner of the copyright in any software included in the Contract, who has the right to license (and authorize others to license/sub-license) its software products.

Form 2

Software Publisher Authorization Form

(to be used where the Bidder is not the Software Publisher)

This confirms that the software publisher identified below has authorized the Bidder named below to license its proprietary software products under any contract identified below. The software publisher acknowledges that no shrink-wrap or click-wrap or other terms and conditions will apply, and that the contract (as amended from time to time by its parties) will represent the entire agreement, including with respect to the license of the software products of the software publisher listed below. The software publisher further acknowledges that, if the method of delivery (such as download) requires a user to "click through" or otherwise acknowledge the application of terms and conditions not included in the contract, those terms and conditions do not apply to Canada's use of the software products of the software publisher listed below, despite the user clicking "I accept" or signalling in any other way agreement with the additional terms and conditions.

This authorization applies to the following software products:

[Bidder should add or remove lines as needed.]

Name of Software Publisher (SP) _____

Signature of authorized signatory of SP _____

Print Name of authorized signatory of SP _____

Print Title of authorized signatory of SP _____

Address for authorized signatory of SP _____

Telephone no. for authorized signatory of SP _____

Fax no. for authorized signatory of SP _____

Date signed _____

Contract Number _____

Name of Contractor _____

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Form 3

OEM Certification Form

This confirms that the original equipment manufacturer (OEM) identified below has authorization the Bidder named below to provide and maintain its products under any contract resulting from the bid solicitation identified below:

Name of OEM _____

Signature of authorized signatory of OEM _____

Print Name of authorized signatory of OEM _____

Print Title of authorized signatory of OEM _____

Address for authorized signatory of OEM _____

Telephone no. for authorized signatory of OEM _____

Fax no. for authorized signatory of OEM _____

Date signed _____

Solicitation Number _____

Name of Bidder _____

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ANNEX “E” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

[As indicated in Part 3, clause 3.1.2, the Bidder must complete the information requested below, to identify which electronic payment instruments are accepted for the payment of invoices.]

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)