



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Réception des soumissions - TPSGC / Bid Receiving
- PWGSC
1550 Avenue d'Estimauville
1550 D'Estimauville Avenue
Québec
Québec
G1J 0C7
FAX pour soumissions: (418) 648-2209

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet Growth Chambers	
Solicitation No. - N° de l'invitation 01396-171810/B	Date 2017-08-04
Client Reference No. - N° de référence du client 01396-171810	
GETS Reference No. - N° de référence de SEAG PW-\$QCW-030-17178	
File No. - N° de dossier QCW-7-40001 (030)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-09-18	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Roy, Alain	Buyer Id - Id de l'acheteur qcw030
Telephone No. - N° de téléphone (418) 649-2845 ()	FAX No. - N° de FAX (418) 648-2209
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Agriculture et Agroalimentaire Canada Centre de recherche et de developp 2560 Boul Hochelaga QUEBEC Québec G1V2J3 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
TPSGC - PWGSC
601 - 1550 Avenue d'Estimauville
Québec
Québec
G1J 0C7

Delivery Required - Livraison exigée Voir doc	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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This bid solicitation cancels and supersedes previous Advance Contract Award Notice (ACAN) number 01396-171810/A dated 2017-06-26 with a closing of 2017-07-12 at 2.00 PM EDT.

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PART 1 - GENERAL INFORMATION

1.1 Requirement

The requirement is detailed at article 6.2 of the Resulting Contract Clauses section.

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 World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Canadian Free Trade Agreement (CFTA).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions 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.

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

The 2003 (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days
Insert: 90 days

2.1.1 SACC Manual Clauses

B1000T (2014-06-26) Condition of material – Bid

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.

Your proposal can be transmitted by fax to # 418-648-2209 or by mail to the following address:

Bid Receiving Unit
Public Works and
Government Services Canada (PWGSC)
1550 D'Estimauville Avenue
Quebec City, Quebec, Canada, G1J 0C7

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) 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.

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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 the Province of Quebec.

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: Technical Bid (1 hard copy)
- Section II: Financial Bid (1 hard copy)
- Section III: Certifications (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: Technical Bid

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

Section II: Financial Bid

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

3.1.2 Exchange Rate Fluctuation

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

Section III: 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 Technical Evaluation

Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. Any element of the bid solicitation identified with the words "must" or "mandatory" is a mandatory requirement.

Bids that do not comply with the mandatory requirement will be declared non-responsive and be disqualified.

4.1.1.1 Mandatory Technical Criteria

The bidder must include with its proposal:

1. The Table of technical compliance below duty filled-in:

The supplied equipment and services must meet or better all of the requirements defined below. The supplied equipment is to be new, not used or refurbished. Systems not meeting all the following Mandatory Requirements will be considered non-compliant.

Bidder **must provide** with their proposal technical literature/brochures, operating manuals, written documentation (such as a description of system components and capabilities) etc to demonstrate compliance with each area of the criteria stated below at time of bid closing. Proposal evaluation will be based upon the information supplied with the bid only. Failure to demonstrate compliance with any area of the criteria will render your proposal non-responsive and no further consideration will be given. References are to be specific to supporting documentation (ex. document title, page and paragraph number). *Please note that compliance must be demonstrated (by submission of supporting documentation such as technical literature/brochures, operating manuals, written statement describing how requirement is met etc) and that if an offeror only states "comply" without any further detail, this is not considered as a demonstration compliance.*

4.1.1.2 Table of Technical Compliance

Bidders must propose an equipment which must not be a prototype or a test unit but a standard proven product of the manufacturer and contain reliable state-of-the-art technology.

Although bidders must propose products meeting all mandatory specifications and components outlined in Annex "A"; at the bid closing date, bids will be evaluated on following preselected mandatory specifications and components:

Mandatory Technical Criteria :		Bidder's Specifications
The bidder's main activity must be to manufacture Plant Growth Chambers		(should indicate the reference to the technical documentation of the proposed equipment or indicate the exact information)
1.	The central control system supplied with the equipment must control both the new cabinets and the site's existing Conviron cabinets belonging to AAC. (These cabinets are currently controlled by the Conviron CMP 6050 control system.)	
2.	The cabinets must be equipped with a liquid-crystal display touchscreen showing real-time data for: temperature, lighting, relative humidity percentage and CO ₂ and be installed about 1220 mm (48 in.) from the ground.	
3.	Must be able to memorize at least 15 programs in real time, with 48 lines, as well as a one-minute maximum resolution. A schedule must accommodate 8 programs and form a one-day, multiple-day or season schedule. The programs must be able to carry out transitions in conditions in two modes: "step by step" and "ramp." The program must enable graphing so that users can view historical data in graph form or compare programmed performance to actual performance.	
4.	The insulation of the interior panels must be CFC-free. The interior panels must be insulated with at least 4" of polyurethane foam and must be resistant to warping from temperature variations inside the cabinet.	
5.	The condensing unit must be charged with an environmentally friendly CFC-free refrigerant.	
6.	De-icing of the evaporator must not impact the cabinet temperature.	
7.	The temperature range must cover: <ul style="list-style-type: none"> • Lights off: $\geq -5^{\circ}\text{C}$ to $\leq 40^{\circ}\text{C}$ • Lights on: $\geq 0^{\circ}\text{C}$ à $\leq 40^{\circ}\text{C}$ 	
8.	The relative humidity (RH) level must be able to reach 90% (with lights off) and 75% (with lights on), based on a temperature of 21°C at 50% RH.	

9.	The adjustment range for the CO2 supply must cover from 400 ppm (ambient air) to at least 2900 ppm with an accuracy of ± 50 ppm	
10.	It must be possible to connect the air exhaust to a central exhaust provided by AAC.	
11.	<p>The bidder must submit with his proposal three (3) projects valued at 400,000.00\$ or more within the last five (5) years (from the bid closing date).</p> <p>The bidder should include in his Proposal, the following information for each project ;</p> <ul style="list-style-type: none"> (i) The date of sale (ii) The value of the Project (iii) Dimensions of the Growth Chambers (Cabinets) (iv) The User contact information that should include the name of the organization, address, contact person, telephone and email. <p><i>You may use the template that is under the table or any other document to meet this criterion.</i></p> <p><i>The provided information may be verified with the user to check and certify the accuracy of the information.</i></p> <p><i>If the information certification does not match the above requirements, the bid will be declared non responsive.</i></p>	

4.1.1.3 Proposed model for answer to criterion no. 11

The bidder should include in his bid the following information for each project;		Project 1	Project 2	Project 3
(i)	Date of Sale			
(ii)	Project Value			
(iii)	Dimensions of each Cabinet			
(iv)	Cabinets Quantity			
The contact details of the user, which should include:		Project 1	Project 2	Project 3
a)	Name of the Organization			
b)	Address			
c)	Contact Person			
e)	Telephone			
f)	E-mail			

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4.1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

4.2 Basis of Selection

A bid must comply with the requirements of the bid solicitation and all the mandatory technical criteria to be declared responsive. The responsive bid with the lowest Total Bid Price (TBP) (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 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 (Annex C)

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.

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

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

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Certification of Language - French Essential

By submitting a bid, the Bidder certifies that, should it be awarded a contract as result of the bid solicitation, his Project Manager will be fluent in French. The Project Manager must be able to communicate orally and in writing in French without any assistance and with minimal errors.

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

There is no security requirement applicable to this contract.

6.2 Requirement

The Contractor must supply, deliver and install Plant Growth Chambers, in accordance with the Requirement described at Annex "A".

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the bid closing date.

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

[2030](#) (2016-04-04), General Conditions – Higher Complexity - Goods, apply to and form part of the Contract.

6.3.1.1 Warranty Period

Section 22 entitled Warranty of General Conditions 2030 (2016-04-04) is amended as follows:

1. For all components :

At subsection 1, delete the following: "The warranty period will be twelve (12) months" and replace with the following: "The warranty period will be twenty-four (24) months. In addition, a ten (10) year parts warranty for compressors must be included.

All other warranty provisions will remain in effect.

6.3.2 Supplemental General Conditions

[4001](#) (2015-04-01), Hardware Purchase, Lease and Maintenance apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The contract period is from the date of contract award until the end of the warranty period inclusively.

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6.4.2 Delivery Date

All the deliverables must be received in accordance with the schedule of milestones (see item 6.6.2.2).

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Alain Roy
Title: Supply Officer
Public Works and Government Services Canada
Acquisitions Branch

Address 1550, D'Estimauville Ave.,
Quebec, Qc.
G1J 0C7

Telephone: 418-649-2845

Facsimile: 418-648-2209

E-mail address: Alain.Roy.que@pwgsc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is:

Name: _____ (will be added at the contract)

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

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex B for a cost of \$ _____ *insert the amount at contract 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 Terms of payment

6.6.2.1 Milestone Payments

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract if:

- a. an accurate and complete claim for payment using [PWGSC-TPSGC 1111](#), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all the certificates appearing on form [PWGSC-TPSGC 1111](#) have been signed by the respective authorized representatives;
- c. all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

6.6.2.2 Schedule of Milestones

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone	Deliverable	Firm Amount	Delivery Date
1	Cabinets of type 2 (Small cabinets)	80% of the price of item 2 of the basis of payment	12 weeks after contract award
2	Installation of the cabinets of type 2	80% of the price of item 4 of the basis of payment	6 weeks after delivery
3	Cabinets of type 1 (Large cabinets)	80% of the price of item 1 of the basis of payment	20 weeks after contract award
4	Installation of the cabinets of type 1	80% of the price of item 3 of the basis of payment	6 weeks after delivery
5	Commissioning and acceptance	20% of the total price (Balance)	Up to 2 weeks after installation

6.7 Invoicing Instructions

1. The Contractor must submit a claim for payment using form [PWGSC-TPSGC 1111](#), (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf> Claim for Progress Payment.

Each claim must show:

- a. all information required on form [PWGSC-TPSGC 1111](#);
- b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- c. the description and value of the milestone claimed as detailed in the Contract.

Each claim must be supported by:

2. Applicable Taxes must be calculated on the total amount of each claim.
3. The Contractor must prepare and certify one original and two (2) copies of the claim on form [PWGSC-TPSGC 1111](#), and forward it to the following address for appropriate certification :

Supply and Support Clerk
Public Works and Government Services Canada
601-1550, D'Estimauville Ave., Quebec City, QC, G1J 0C7

For additional information: QueReclamation.QueClaim@tpsgc-pwgsc.gc.ca

6.8 Certifications

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.

6.8.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

6.9 Applicable Laws

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

6.10 Priority of Documents

If there is a discrepancy between the wordings 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 conditions 4001, (2015-04-01) Hardware Purchase, Lease and Maintenance
- (c) the General Conditions 2030 (2016-04-04) General Conditions - Higher Complexity - Goods;
- (d) Annex A, Statement of Work;

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QCW030
CCC No - N° CCC / FMS No. - N° VME

- (e) Annex B, Basis of payment;
- (f) Annex C, Federal Contractors Program for Employment Equity - Certification
- (g) the Contractor's bid dated _____ .

6.11 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered DDP Delivered Duty Paid; Agriculture and Agri-Food Canada (AAC), Quebec Research and Development Centre, 2560, Hochelaga Blvd., Quebec City, QC, G1V 2J3, Canada. Incoterms 2000 for shipments from commercial contractor.

6.11.1 Additional Delivery Instructions

During transport, the Contractor is responsible for protecting all parts, materials, equipment and structures and shall provide protection on the shelters in such a way as to protect the outer covering thereof.

Following unloading on site, the contractor must move the equipment to the rooms where it will be installed. The contractor must consider the dimensions of corridors, stairways and elevators giving access to the installation site.

6.12 SACC Manual Clauses

G1005C	2016-01-28	Insurance
B7500C	2006-06-16	Excess Goods
D0018C	2007-11-30	Delivery and Unloading
B1501C	2006-06-16	Electrical Equipment
A9068C	2010-01-11	Government Site Regulation

6.13 Inspection and Acceptance

The Project Manager of Agriculture and Agri-Food Canada (AAC) is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Project Manager of AAC or his 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 Project Manager of AAC, as submitted, the Project Manager will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX «A»

STATEMENT OF WORK

TITLE: GROWTH CHAMBER (CABINETS)

QUANTITY: TOTAL = NINE (9)
TYPE 1 = Five (5) large cabinets
TYPE 2 = Four (4) small cabinets

1. Background

1.1. Agriculture and Agri-Food Canada (AAC) wishes to replace the growth chambers at its Quebec Research and Development Centre (RDC). The equipment has reached the end of its useful life. AAC therefore wishes to have fabricated and installed nine (9) plant growth chambers, that is, cabinets in two different sizes (Type 1 and 2).

AAC is seeking plant growth chambers (cabinets) equipped with a control system that is designed specifically for horticultural research and that meets all the specifications below.

2. Purpose

- 2.1. The work under this mandate consists of fabricating nine (9) entire cabinets, including the equipment's hardware and installation accessories, in accordance with this Statement of Requirement.
- 2.2. The cabinets must be delivered to and unloaded at the Quebec RDC. The Contractor will be responsible for transportation and unloading charges. Since access to the premises is restricted in size, part of the equipment must necessarily be assembled at the site.
- 2.3. Unless stipulated otherwise, the Contractor must provide all labour, the various transport services, handling, all materials, hardware, accessories, equipment and tools needed to perform the installation work.

3. Deliverables

- 3.1. Fabricate, provide, deliver, unload, install and commission the nine (9) growth chambers as well as all the necessary equipment and accessories.
- 3.2. The Contractor must provide on-site training to users/operators as well as to equipment maintenance personnel.
- 3.3. The Contractor must provide all the technical sheets and user manuals for the equipment.
- 3.4. The Contractor must provide after-sales service.

4. Specifications for the two types of cabinets

4.1. General

- All cabinets must be fabricated by the same manufacturer.

4.2. Control system

- The central control system supplied with the equipment must control both the new cabinets and the site's existing Conviron cabinets belonging to AAC. (These cabinets are currently controlled by the Conviron CMP 6050 control system.)
 - The cabinets must be equipped with a local control system connected to the central control system in order to:
 - receive and control the alarms for each cabinet;
 - send an alarm status in the central control system by activating a dry contact interlocked with a client alarm panel;
 - control and/or monitor in real time the environmental conditions inside each cabinet;
 - provide a history of events with the potential to trigger an alarm;
 - provide a history of the environmental conditions inside each cabinet;
 - allow for an Internet-based troubleshooting service based on identification of a specific problem;
 - identify the managers and users authorized to use the software.
 - The cabinets must be equipped with a liquid-crystal display touchscreen showing real-time data for: temperature, lighting, relative humidity percentage and CO₂ and be installed about 1220 mm (48 in.) from the ground.
 - Must be able to memorize at least 15 programs in real time, with 48 lines, as well as a one-minute maximum resolution. A schedule must accommodate 8 programs and form a one-day, multiple-day or season schedule. The programs must be able to carry out transitions in conditions in two modes: "step by step" and "ramp." The program must enable graphing so that users can view historical data in graph form or compare programmed performance to actual performance. The user must be able to enter a program from:
 - the local control system,
 - a desktop computer (PC) connected to the cabinet network (PC1, cabinet room),
 - a second PC (PC2, office of the Operations Supervisor), also on the cabinet network.
- Note: Both computers (PCs) will be supplied by AAC.
- The computers must be networked with each cabinet in order to operate the local control system and the data collection services.
 - The touch screen must show the alarms, including the audible alarm.
 - The alarm history must be accessible via an Ethernet network (provide software and instructions), able to display at least the last 12 events.
 - Alarms must have programmable alarm handling features such as sending out automated email or phone notifications to the user.
 - The local control system must be shipped communications ready for hook-up to a local area network.
 - The local control system must include surge protection and uninterrupted power supply (UPS) for continuous operation of the local control system and data logging during power interruptions.
 - Multiple password-protected levels (a minimum of three discrete levels) must be provided for users, administrators and service personnel.

- The on-board diagnostics screen must allow maintenance personnel to view the time history for every component solicited by inputs and outputs.

4.3 Floors

- In order to be able to lay horticultural material in the cabinets, the cabinet floors must be made of corrugated, perforated aluminum extrusion that can easily be removed for maintenance of the under-floor basin.
- The under-floor basins must be equipped with a drain connected to the cabinet's drain circuit.
- The door sills must be located between 50 mm (2") and 63 mm (2.5") in order to contain the irrigation water.

4.3. Walls

- Exterior finish with white baked enamel paint on galvanized steel panels, minimum 26 gauge. The panels must be corrosion wear resistant and must wash easily.
- Interior finish with white reflective enamel paint on the smooth galvanized steel panels, minimum 24 gauge. The interior panels must be corrosion wear resistant and must wash easily.
- The cabinet's interior wall panels must be easy to disinfect between uses. Nothing on the cabinet's interior walls must impede wash-downs.
- The insulation of the interior panels must be CFC-free. The interior panels must be insulated with at least 4" of polyurethane foam and must be resistant to warping from temperature variations inside the cabinet.

4.4. Doors

- The doors must be made of metal covered in baked paint inside and out and contain extruded insulation of at least 45 mm (1.75 in.).
- The doors must be mounted in pairs with hinges on the outside frame. A jamb in the centre of the frame or an astragal must be installed to ensure door tightness.
- An observation window of at least 0.1064 m² (165 in.²) must be installed on at least one door of each pair of doors. The windows must be equipped with a lightproof shutter. The base of the windows must be 1220 mm (48 in.) from the floor.
- Door hardware and a gasket seal appropriate to the door size must ensure the cabinet's tightness.

4.5. Maintenance panel

- A maintenance panel (compartment) of no more than 1830 mm (72 in.) in width must be mounted at the end of each cabinet. This compartment equipped with a service door must allow access to the shutters, fans, electrical and control circuits, etc. (See drawings for points 5.1 and 6.1.)

4.6. Base and feet

- The cabinets must not be installed directly on the floor, but rather on a base with feet. Water and air must be able to circulate under the cabinet. The base and feet must be made of corrosion-resistant metal. The cabinet must be at least 2" off the floor.

4.7. Lighting

- Lighting must be supplied by fluorescent lights (with T5HO ballast) and incandescent halogen bulbs. Replacement lamps must be easily available on the market.
- The lamps must be height-adjustable and counterbalanced for manual adjustment with a vertical movement for every height during growth.
- Lamp heat must be controlled by the refrigeration system.
- The ballasts must be able to function below the freezing point (-5°C).
- The cabinets must be equipped with a quantum light metre with an alarm to display and record light intensity in micromoles/m²/s.

4.8. Refrigeration and heating

- Cabinets must be equipped with a chilled-water condenser (8°C) with a rotary compressor (scroll) and accurate temperature control, including a two-way water pressure regulator. For the return water, a flow balancing valve must be mounted so the flow of chilled water can be balanced with demand for all units connected to the water system.
- The main equipment for the refrigeration system must be located on top of the equipment to facilitate maintenance.
- Every cabinet must have a separate chilled-water circuit with filter.
- The cabinets must have an electromagnetic three-way proportional valve that smoothly modulates heating and cooling.
- Evaporator: heat exchanger with copper pipe and aluminum fins.
- The condensing unit must be charged with an environmentally friendly CFC-free refrigerant that is readily commercially available.
- Pressure transducers (2) on the high- and low-pressure refrigerant circuits must be included to monitor the status of the refrigeration system. The local control system must be able to record these measurements and trigger an alarm if they exceed the high- and low-pressures limits set by the operator for each measurement.
- De-icing of the evaporator must not impact the cabinet temperature.

4.9. Temperature

- The temperature range must cover:
 - Lights off: $\geq -5^{\circ}\text{C}$ to $\leq 40^{\circ}\text{C}$
 - Lights on: $\geq 0^{\circ}\text{C}$ à $\leq 40^{\circ}\text{C}$

- Difference of $\pm 0.5^{\circ}\text{C}$ with the set point and $\pm 0.1^{\circ}\text{C}$ accuracy for the temperature sensor.
- Safe temperature limit:
 - Level 1 – When the automatic control system programs the minimum and maximum temperature, send an alarm status (dry contact).
 - Level 2 – When the second-level minimum and maximum temperature is programmed, the cabinet must shut down completely in order to safeguard the equipment and its content.
 - Audible alarms for both levels.
- An aspiration sensor must be installed above the growth surface to measure and record the temperature.

4.10. Humidity level

- The relative humidity (RH) level must be able to reach 90% (with lights off) and 75% (with lights on), based on a temperature of 21°C at 50% RH.
- The cabinets must be equipped with spray nozzles for additional moisture. The water supply for the spray nozzles must be separate inside the equipment so that a softened or deionized water source can be connected to avoid scaling on the nozzles.
- The RH rate must be controllable within $\pm 3\%$.

4.11. CO₂ content inside the cabinets

- The cabinets must be equipped with a control unit for the addition of atmospheric CO₂, including:
 - a CO₂ meter;
 - a CO₂ regulator;
 - a control valve; and
 - a CO₂ injection valve.
- The adjustment range for the CO₂ supply must cover from 400 ppm (ambient air) to at least 2900 ppm with an accuracy of ± 50 ppm.
- Cabinets must be equipped with a CO₂ sensor to measure the percentage of RH in the air.

4.12. Ventilation

- The air intake must be protected by a washable filter.
- Air velocity in the cabinet must be from bottom to top and be uniform throughout the cabinet area. The variation between velocity readings in all four corners of each cabinet (6 in. from the walls) and the velocity reading at the centre of the cabinet must be less than 10%.
- It must be possible to connect the air exhaust to a central exhaust provided by the client.

4.13. Electrical power

- The cabinets must work on three-phase 60 Hz, 208 V electrical distribution.

5. Additional specifications for Type 1 cabinets (large cabinets)

5.1. Sizes

Cabinet's minimum interior space

- 7.1 m³ (252 ft.³)

Interior dimensions – Minimum

- Width: 2460 mm (97 in.)
- Depth: 1585 mm (62.5 in.)
- Height: 1830 mm (72 in.) net under the lamps

Exterior dimensions – Maximum

- Width: 3835 mm (151 in.)
- Depth: 1830 mm (72 in.)
- Height: 2590 mm (102 in.)

Cabinet area

- The minimum illuminated area must be 42 ft.².

Cabinet doors

Door size

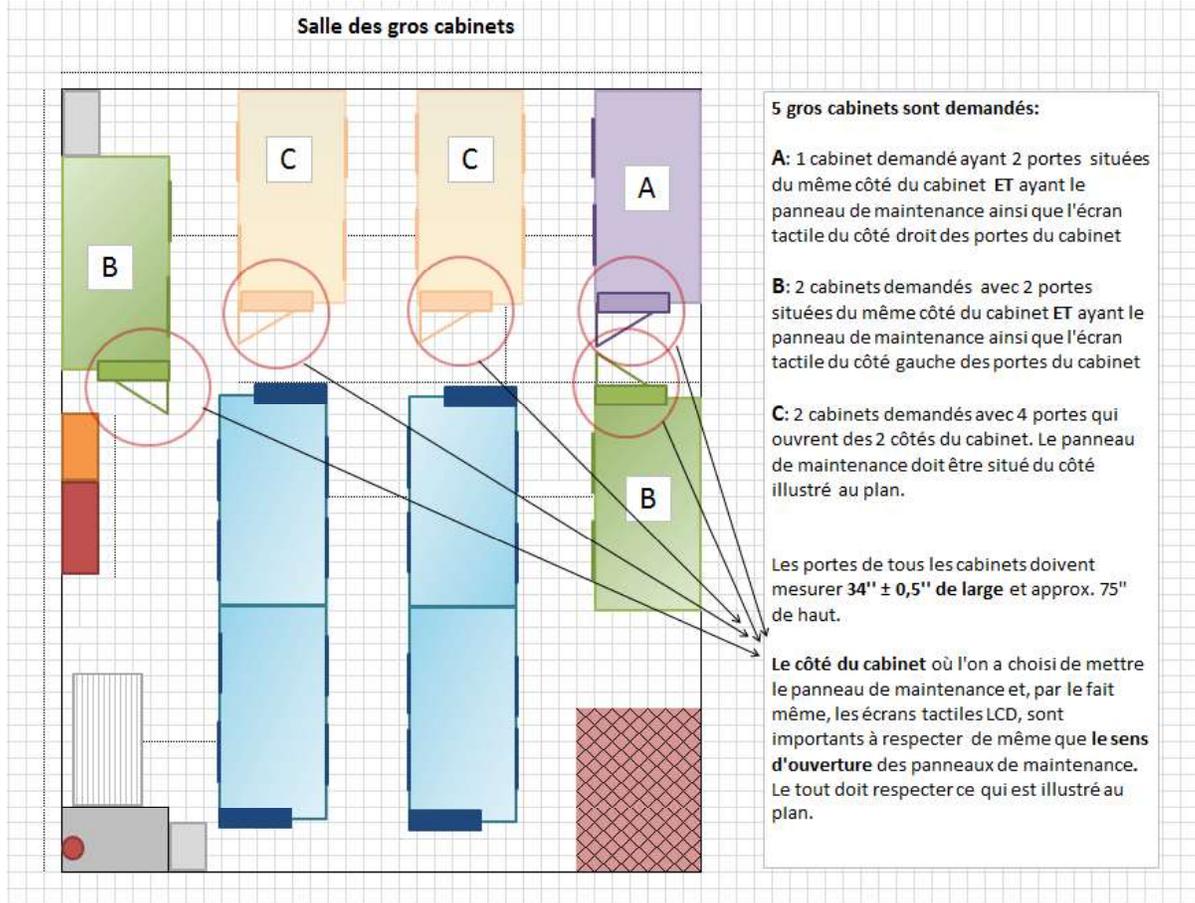
- Width: 876 ±13 mm (34.5 ±0.5 in.)
- Depth: 63 ±13 mm (2.5 ±0.5 in.)
- Height: 1900 ±13 mm (75.0 ±0.5 in.)

Door clearance

- When the door is open, the clearance must not exceed 965 mm (38 in.).

Door configuration

- From a position in front of the maintenance panel, provide:
 - 1 cabinet with 2 doors mounted on the left side of the unit; the right side of the unit has no door (see Unit A on the drawing below);
 - 2 cabinets with 2 doors mounted on the right side of the unit; the left side of the unit has no door (see Units B on the drawing below);
 - 2 cabinets with 2 doors mounted on the left side of the unit as well as 2 other doors mounted the right side of the unit (see Units C on the drawing below).



5.2. Air flow

- The minimum air flow in the cabinet must be 55 ft.³/minutes (1.55 m³/minute).

5.3. Lighting

- Light intensity must be adjustable, at a minimum, within the range of 0 to 1400 umole/m²/s when measured at a distance of 6" from the light source.
- At least five programmable light intensity levels for each type of lamp.

6. Additional specifications for Type 2 cabinets (small cabinets)

6.1. Sizes

Cabinet's minimum interior space

- 2.2 m³ (78 ft.³)

Interior dimensions – Minimum

- Width: 1854 mm (73 in.)
- Depth: 813 mm (32 in.)
- Height: 1450 mm (57 in.) net under the lamps

Exterior dimensions – Maximum

- Width: 2440 mm (104 in.)
- Depth: 1070 mm (42 in.)
- Height: 1980 mm (78 in.)

Cabinet area

- The minimum illuminated area must be 16 ft.².

Cabinet doors

Door size

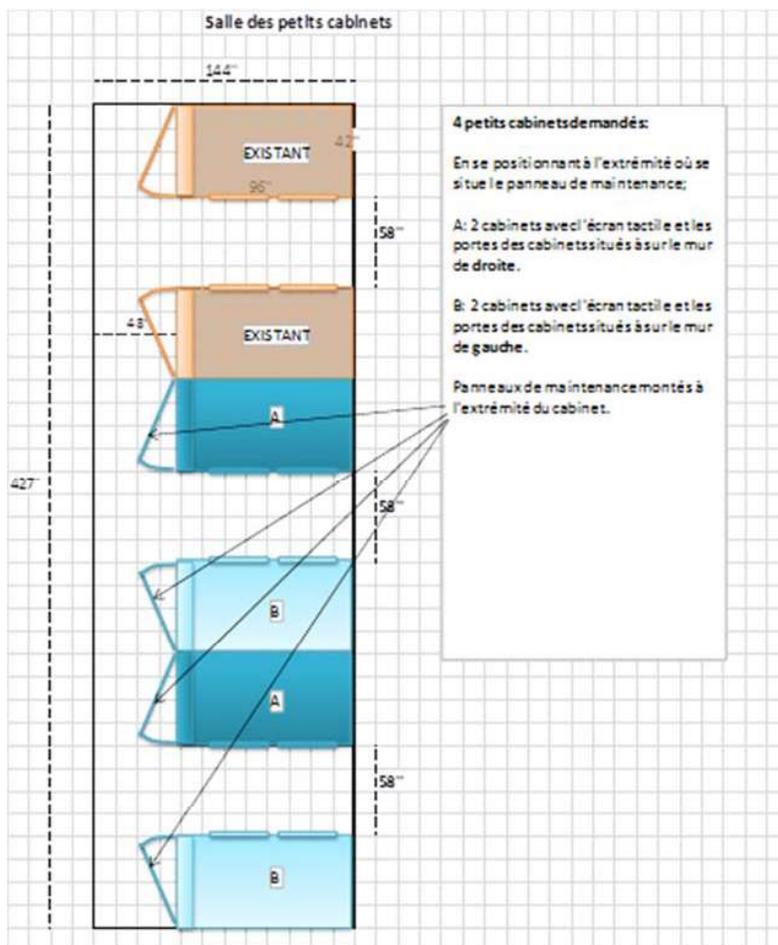
- Width: 813 ±13 mm (32.0 ±0.5 in.)
- Depth: 63 ±13 mm (2.5 ±0.5 in.)
- Height: 1425 ±13 mm (56.0 ±0.5 in.)

Door clearance

- When the door is open, the clearance necessary for the door to be fully open must not exceed 914 mm (36 in.), including door and hinges.

Door configuration

- From a position in front of the maintenance panel, provide:
 - 2 cabinets with 2 doors mounted on the right side of the unit; the left side of the unit has no door (see Units A on the drawing below);
 - 2 cabinets with 2 doors mounted on the left side of the unit; the right side of the unit has no door (see Units B on the drawing below);



6.2. Air flow

- Filtered fresh air with adjustable exhaust of 20 ft³/min (0.57 m³/min).

6.3. Lighting

- Light intensity must be adjustable, at a minimum, up to 875 umole/m²/s when measured at a distance of 6" from the light source.
- The lighting must provide at least 4 programmable intensity levels for each type of lamp.

7. Management and coordination

- 7.1. Telephone and electronic communications will be necessary throughout the work. Discussions and various communications with the AAC Project Authority will be preferably in French.

8. Installation

- 8.1. Within seven (7) working days following contract award, or at the date agreed upon by the parties, the Contractor must assign one of its qualified installation technicians (or one of its subcontractors), on RDC premises, to prepare and submit to the AAC Project Authority the instructions for preparing the room where the growth chambers will be installed.
- 8.2. Within fifteen (15) working days following this visit by the technician, a written, detailed report must be submitted to the AAC Project Authority. The report must contain, but is not limited to:
 - the shop drawings for both growth cabinet models;
 - the required clearance around the equipment
 - the specifications required for all services supplied to each cabinet model (including the types of connection found on the equipment to be delivered and their position on the equipment);
 - the instructions and descriptions of the work to be carried in order to prepare the installation site to receive the cabinets upon delivery;
 - a delivery schedule for the various cabinets.
- 8.3. AAC will be responsible for performing the room preparation work during the cabinet delivery lead time. AAC will also be responsible for dismantling the cabinets to be replaced.
- 8.4. The installation, preliminary tests and start-up of the equipment must be performed on-site by a qualified technician.
- 8.5. During installation, the Contractor is responsible for providing the pipes and connections needed for the cabinets to install the following services: chilled water, distilled water, electricity, and CO₂ injection.
- 8.6. Installation must include assembly of all equipment at the site, the connection of all services except electrical, which will be handled by AAC, and the commissioning of all cabinets in accordance with this Statement of Requirement.
- 8.7. Delivery is to be completed in two phases:
 - Within twelve (12) weeks following contract award for the small cabinets (Type 2).
 - Within twenty (20) weeks following contract award for the large cabinets (Type 1).The cabinets must be installed within six (6) weeks of each delivery.

9. Commissioning

9.1. Once installation is complete, the preliminary tests and start-up of the equipment must be carried out on-site by a qualified technician of the manufacturer or the subcontractor reporting to the manufacturer. Equipment commissioning must comply with all contract specifications.

9.2. The measurement of all sensors (temperature, humidity, CO2 concentration, light) used by the local control system to read cabinet parameters must be cross-checked by a NIST-certified calibration instrument, the accuracy of which is equal to or greater than the cabinet instrument. This cross-check must be performed for four (4) different operating parameter set points which must include the minimum and maximum values of the reading range stipulated in this specification.

A report must be prepared for every measurement sensor of the local control system and must include:

- the valid NIST certificate number for the instrument used to perform the cross-check;
- for each of the four (4) set points, the value read by the local control system and the reading given by the certified calibration instrument;
- the relative error between the two (2) values read.

Relative errors between the readings of the local control system and the certified instrument must be equal to or less than the relative error stipulated in this specification. These reports must be submitted to the AAC Project Authority for every cabinet and every sensor. The manufacturer may conduct the tests at the factory.

9.3. The AAC Project Authority will provide the services of a contractor specialized in air and water balancing. The installer must be available during this contractor's work in order to make the necessary adjustments to the equipment in order to obtain the air flow in each cabinet as prescribed in this specification as well as the water flows necessary for proper operation of the compressor for the entire temperature range stipulated in this specification.

9.4. A report showing the measurement and maintenance of parameters within the high and low limits of the range for a minimum period of six hours for each set point. This includes maintaining the low temperature with and without light, maintaining the high temperature, maintaining RH at 90% with and without light, and maintaining the CO2 concentration at the maximum of the range (2900 ppm).

9.5. The installer will be provided with a typical program of at least 48 hours in order to validate each cabinet's programming sequence. A history of readings for the main parameters must be provided as a report.

10. Delivery instruction

10.1. Location: the Quebec RDC is located at 2560 Hochelaga Blvd., Quebec City, QC.

10.2. The Contractor must give the AAC Project Authority at least seven (7) days' notice to determine the delivery and installation date for the two (2) types of cabinet.

11. Training

11.1. Within ten (10) working days following installation and acceptance of the equipment by AAC, the manufacturer or its subcontractor must provide on-site training for users/operators, in French only, including, but not limited to, working and operation procedures, maintenance, calibration, development of a basic method, basic principles, problems and troubleshooting, software

operation, data processing system, and so on. This training will be given to a maximum of five (5) users/operators. All costs for this training must be included in the sale price of the cabinets.

- 11.2. Within ten (10) working days following installation and acceptance of the equipment by AAC, the manufacturer or its subcontractor must provide on-site training for maintenance and repair technicians, in French only, including, but not limited to, working and operation procedures, maintenance, maintenance routines, including a list of consumables, problems and troubleshooting, software operation, and so on.

This training will be given to a maximum of three (3) technicians. All costs for this training must be included in the sale price of the cabinets.

The training date(s) will be agreed upon in advance by the AAC Project Authority and the manufacturer's representative.

12. Documentation

- 12.1. At the time of delivery and before the training, the following must be provided:

- Two (2) hard copy version and one (1) electronic version (PDF) of all user manuals.
- One (1) hard copy and one (1) electronic version (PDF) of all maintenance manuals provided by the manufacturer and normally provided to its certified technicians.
- A binder that includes:
 - the manufacturer's name and address;
 - the installer's name and address;
 - the contact information for technical support;
 - the list of the various cabinets as well as their model numbers and serial numbers;
 - the shop drawings for the cabinets;
 - the sensor verification report for each cabinet;
 - the report on limit tests for each cabinet;
 - the test report for the programming of each cabinet;
 - a troubleshooting checklist;
 - a maintenance programming checklist;
 - a checklist of consumables for maintenance;
 - a detailed letter of warranty.

13. After-sales service

- 13.1. After-sales service is to be provided for the entire 24-month warranty period included with the equipment and for an optional 36 additional months after the warranty period. The service must include:

- a French-language troubleshooting service by telephone and the Internet via an email address with a 24-hour response time provided by the manufacturer during regular business hours, from 8 a.m. to 5 p.m. (EST), Monday to Friday;
- a guaranteed French-language response to service calls (emergency equipment maintenance and repair) as well as the guaranteed presence of a qualified technician on-site within 48 hours during regular business hours, from 8 a.m. to 5 p.m. (EST), Monday to Friday;
- during the period, all preventive maintenance visits (including travel and lodging) planned by the manufacturer as well as the consumables required for maintenance work;

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- full, unrestricted access on the part of the manufacturer to original parts for the proposed equipment; parts are to be made available to the client within 48 hours after the source of a problem is identified during regular business hours, from 8 a.m. to 5 p.m. (EST), Monday to Friday;
- all service charges (including travel and lodging) and the replacement parts needed for repair or a service call.

ANNEX «B»

BASIS OF PAYMENT

#	DESCRIPTION	Qty	UD	Firm Unit Price	Total Firm Price (CAD)
1.	Growth Chambers Cabinet Type 1 (Large cabinet) In accordance with the specifications described in Annex A	5	Each	\$	\$
2.	Growth Chambers Cabinet Type 2 (Small cabinet) In accordance with the specifications described in Annex A	4	Each	\$	\$
3.	Complete Installation of : Plant Growth Chambers Cabinets Type 1 (Large cabinet)	1	Lot	\$	\$
4.	Complete Installation of : Plant Growth Chambers Cabinets Type 2 (Small cabinet)	1	Lot	\$	\$
5.	DDP (Quebec City, Québec, Canada), including custom duty, handling, delivery and unloading. Cabinets Type 2 (Small cabinets)	1	Lot	\$	\$
6.	DDP (Quebec City, Québec, Canada), including custom duty, handling, delivery and unloading. Cabinets Type 1 (Large cabinets)	1	Lot	\$	\$
TOTAL BID PRICE (TBP) TOTAL					\$
Note : Price in Canadian currency, not including Applicable Sales Taxes.					

ANNEX "C" (PART 5 OF THE BID SOLICITATION)

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

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

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

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

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

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

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

OR

- A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The Bidder is not a Joint Venture.

OR

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